

Ridgeview Condominium Board of Directors Meeting Minutes



Meeting: **2018, 4th Quarter**

Date: **October 2, 2018**

Meeting Start Time: **7:00 pm**

Location: **Recreation Room**, 47 Eagle Crest Drive, Lake Oswego, OR 97035

Attendees: Fred Pegelow and Sharon Shannon #56 and #29, Barbara Hunter #62, Jeff Hartley #48, Ashwini Prasad #12, David Parks #20, and Dan Troxel #7.

Agenda

1. Call meeting to Order – 7:03pm
2. Quorum established.
3. Appoint new board member. Board unanimously appointed Anne Casiano , #53, to the Board.
4. J2 Presentation –

A presentation occurred. A next step is for J2 to send out bid documents to contractors. The bid documents are created to bring and apples to apples comparison among contractors. J2 has the full set of plans prepared. No final decisions regarding contractors and costs are made.

Barbara, #62, asked about window replacements. The Board will need to make decisions about window replacements after the bid documents are completed. She also asked about a piece of wood outside her unit that could cause slippage issues. David Parks asked that issues be reported to B&H because reported issues are being managed on a case by case basis, and as issues are reported.

Jeff, #48, asked for if J2 will share the bid documents. The bids require more refinement and are not ready to be shared. To share the bid documents will be discussed at another Board meeting. He also asked if the statement of work (SOW) is accurate. J2 noted that there will be allowances and contingencies built into the loan amount to cover any change orders to the SOW.

David Parks, #20, asked about concreted repairs to J2. J2 recommended getting money for repairs such as safety issues regarding issues that require concrete work and any galvanized plumbing issues that would affect insurance premiums.

5. Approval of previous meeting minutes: August 8, 2018 unanimously agreed to after motion.
6. Financial Report:
 - a. Ending August 2018Darcie reported out that the overall budget is under budget for 2018. More discussion is required the next Board meeting and annual meeting in December.
7. Maintenance and Repair

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- a. Driveway lights – update is that the Ridgeview portion of the repair is completed.
 - b. Schedule Chimney Inspections –update is that all chimneys will be inspected. Darcie from B&H has an email out to affected owners.
8. 2019 Draft Budget: The Board reviewed the draft budget. More discussion will occur at the November 2018 Board meeting.
9. Open Forum - #15 sold.
10. Adjournment - 9:08pm.