

# Willamette Towers Board Meeting

Meeting TUESDAY, December 17th, 2019, 5:15pm

## Board Members

Lauren Dame  
Jean Kern  
Hal Dillon  
Clyde Horn  
Jesse Fittipaldi

## BMC Personnel

Tom Weaverling  
Diane Sollinger

## Owners

Barb Bomball  
Dick Bomball  
Linda Seymour  
Rick Lowen  
Christi Asha  
Rebecca Humble

**Call to order:** 5:16 PM

**Agenda Approval** – Hal moved, Lauren 2<sup>nd</sup> – Unanimous approval

**Previous Meeting Minutes Approval:** Clyde moved, Hal 2<sup>nd</sup> – Unanimous approval

## Treasurer's Report:

**Month ending: 11/30/2019 Date of meeting of Board of Directors: 12/17/2019**

As per BMC statement dated 12/5/2019:

### Operating Funds (Trust Account):

Beginning Cash Balance in Trust Account: \$4781.06 Ending Cash Balance in Trust Account: \$2000.00

### Annual Budget – Comparative

#### Total Operating Income:

MTD Actual: \$31,321.55 YTD Actual: \$344,045.80 YTD % VAR (0.24)%

#### Total Operating Expense:

MTD Actual: \$20,818.61 YTD Actual: \$278,345.23 YTD % VAR 11.15%

### NOTES:

Two Move-in fees due in November were paid on 12/1/2019.

As per Morgan Stanley statement dated 11/30/2019:

### Reserve Account:

Opening Balance \$63,803.32 Contributions \$0 Withdrawals (\$26,500)

Interest \$1.53 Closing Balance \$37,304.85

Reserve Account balance as per 12/14/2019: \$42,541.20

**Move to Accept report** – Clyde moved, Jean 2<sup>nd</sup> – Unanimous approval

## Committee Reports:

**SecTec:** Lighting upgrade for back and side of building details: East door under the portico – move fixture by door up and into an LED flood light fixture under the portico illuminating the stairs and back door area; reposition the spot light fixture by bike racks ~ 2 feet higher on the wall to eliminate lens flare in camera; add a small flood to illuminate the area by the personal access gate at the south portico. Lighting upgrades will better light up the property and hopefully reduce the vandalism and theft due to better lighting for cameras to identify perps. Lauren moved to allocate \$1,000 to be spent in January

on this project – 2<sup>nd</sup> Jean – unanimous. Hal will contact EPD crime prevention Dept. to schedule a walk around security check with an officer

**MMRC:** no updates

**BMC Report:** Actiongrams forwarded to Board. Board will review CPAs info. All three Commercial Leases expire in 2020. Diane has asked her Realtor contact for current leasing rates and will report. Tom mentioned that sub-panel meters to the 3 commercial spaces and Laundry Room could be installed [Mia Bella has one already] Cost would be approximately \$850/meter plus labor. Best to do all at once to save labor costs. Installation RFP will be written with specifications of all work and submitted to Board for Jan Meeting OK.

**Owner's Forum:** no input

**Old Business:** Compost recycling begins Jan 4, 2020. "How To's" will be posted and sent out. Pickup is every 2 weeks on Thursday midmorning. Documents on what and how TBD.

**New Business:** none.

### **Next Meeting**

Next Regular Business Meeting: Tuesday, January 14<sup>th</sup> at 5:15 PM.

**Adjourned at 5:47 PM**

**Executive session:** (1) Discussion of personnel matter; (2) Discussion about amendment of HOA registration with State to be non-profit again [changed in the 1990's or early 2000's].