



Willamette Towers Condominium

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Willamette Towers Board Meeting
May 29, 2012

Board Members Present:

Dan Solitz, Chair
Rick Lowen, Treasurer
Susan Connolly, Secretary
Kevin Mauseth

Residents Present:

Ken Guzowski
Doug Beauchamp
John Rose
Dottie Kemp
Laura Romeyn

Joanne Gulsvig

Bennett Mgmt Present:

Diane Sollinger

The meeting was called to order at 5:30pm.

I. Introductions: none

II. Comments from the members:

Doug asked for improved communication between the board and the unit owners. previously to be on the smoking committee and requested he be notified of the me Earlier, Doug asked about the damaged tile in front of the mailboxes and the una elevator carpet. Doug was told both concerns were referred to the Architecture Co the future, Diane will notify residents as to committee referrals and actions taken o residents raised with the board.

Dottie would like to see the board minutes posted on the website. When the webs and functioning, minutes will be posted. In addition, Diane will email out the agen minutes to the residents in the future.

III. Minutes Approval: The April 2012 minutes are approved as corrected: the Mai did not reflect that the board decided not to seek reimbursement from the resident to reimburse the HOA for a plumbing problem that was the resident's responsibility

IV. Old Business:

A. EWEB Water Bill: The bill is still running high. This problem appears to have started in 2011. For example, last year this month's usage was 8,000 gallons per day (GPD), this month is 10,000 GPD. Last month, it was 11,000 GPD. Diane reported that no resident has reported a plumbing problem after we asked all residents to check their toilets last month. The HOA is paying about \$1,000 per month. Diane was asked to provide a one year report on water usage to the board.

B. Smoke Committee & Cable Committee: Kevin reported that he had not yet contacted residents who had volunteered for these committees. He will do so in the near future.

C. Carpet Cleaner: Dan reported that Scottie, site manager, said he can find a rental floor scrubber for \$800-1000. Dan said, based on his carpet cleaning experience, each floor takes about 90 minutes to clean and one floor can be cleaned each month. This will save \$2400 formerly paid annually to Brothers Carpet Cleaners. Diane was asked to have Scottie locate and purchase a wax buffer, tile scrubber and carpet scrubber by the end of the month.

D. Elevator Replacement & Potable Water Systems: The repair and/or replacement of these items will be expensive. We need to continue to build up our reserve accounts.

V. Reports:

A. Major Maintenance & Repair Committee. Dan reported:

1. Elevator: The elevator consultant will evaluate the WT elevators on 5/31/11 and then make his recommendations as to their longevity.

2. Potable Water System: We are still awaiting a bid for an evaluation of our system. Diane will make it clear to the vendor(s) we will pay a maximum of \$500.

3. Roof: Dan inspected the roof and discovered paint and equipment left on the building's roof from repainting three years ago. These items had formed a dam and water was pooling on the roof. Scottie and Dan removed the items from the roof. Scottie and Mark will inspect the drains on the roof and determine what repairs are needed.

4. Roof of elevator machinery room: Scottie and Mark will inspect it for problems.

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B. Treasurer's Report. Rick reported:

1. All board members are authorized to sign on the Morgan Stanley account statements. Rick will send Susan paperwork to sign and return to Rick.

2. Budget Reallocation: Before our site manager was hired, both janitorial and maintenance were separate line items. Rick will allocate the funds from these areas and into the site manager – who now is responsible for these tasks. These costs are substantial and Rick will allocate some of these funds for our EWEB bill that is running much higher than budgeted.

3. Reserves: Our total reserves are now \$319,380 for all categories of reserve we are doing well; our reserves are where they should be as set forth in our reserve

B. Architecture Committee. Ken reported: The committee has been meeting on the board with a proposal to finish the lobby remodel. The items and associated costs

Lobby bench	\$950
Durable gray paint for elevator, stairs & hallway doors	1,000
Lobby art (four framed B&W photos of bldg)	1,800
	\$3,750 Total

The cost for these items is not in the budget; the total lobby remodel cost was \$35

Committee members Ken and John and committee & board members Kevin and Rick the lobby art stating as the photographs were of the building and parts of the building, good representation of the building, \$1800 was a good price for the photographs and the committee had considered several options before deciding on these photographs committee member stated the bench was designed for placing items on while residents wait, for seating.

Susan objected to the lobby art for the following reasons: Only one option was pre-board, the photographer was a building resident and this was not disclosed to the board the cost was too expensive. Susan said with probable huge expenditures coming up for elevators and water system, we need to be conserving our funds.

Laura said that as the bench was only 12" deep it was not usable for residents to sit while waiting. Several residents discussed the need of WT elders and others to sit while in the lobby.

This decision was tabled until the next board meeting.

C. Green Committee. Susan reported the committee is still dormant.

D. Bennett Management. Diane Reported:

1. Site Manager Equipment:

a. Lawn mower has been ordered and will arrive soon.

B. The landscape company sent us a bill. Diane will tell the landscape company to return and ask them what work their bill is for.

C. Outdoor outlets. If Mark (Bennett) is qualified to do so, he will install the outlets. Diane is authorized to go ahead if the cost is less than \$500. These outlets are for a new quiet electric lawn mower. If Mark is not qualified, Diane will hire an electrician.

2. Action Gram:

A. One 2nd floor resident reported she missed the temporary air neutralizers trying out on that smoky floor. However, other residents didn't like them or didn't notice a difference in the smokiness.

B. Scottie suggested removing the door between the lobby and the mail room. The board explained to Diane that we are required to have the fire door in place.

3. Incident Reports:

1. On 5-6, several seemingly intoxicated people broke the glass on the north entrance. They entered the building in the early morning hours. In addition, one of the people broke a rhododendron bush outside the south entrance when he fell off of the roof. A letter was sent to the owner advising of the incident. A police report was filed and the police are investigating the incident. The board received a letter from the perpetrator offering to pay for the damage. Diane asked to send a letter with the cost of the plant, the glass replacement and Scottie

2. On 5-11, a resident complained the extremely smoky air on the second

3. A resident or visitor to #1204 was warned for the third time about guest parking spaces. Diane sent a letter to the unit owner. WT policy requires that a parking pass from the office before parking in the guest spaces. Residents with a vehicle may not park in the guest spaces.

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4. Diane was authorized to sign the contract for \$365 a year for Bravo to host our server on our website. In addition, Doug Beauchamp was authorized to do updates. Doug will also check into additional hosting sites. This contract will expire in 11-12

5. Tub Strainers: All 15 tub strainers were given out free to residents to help prevent matter out of our pipes and reduce plumbing problems. Diane/Scottie will purchase new strainers.

6. The Mia Bella plumbing bill was approved for reimbursement.

The meeting was adjourned at 7pm.

Respectfully submitted,

Susan M. Connolly
Secretary

