

Willamette Towers Board Minutes:

June 20, 2005, 7 p.m.

Board Members present: Joanne Gulsvig, Chair; Dorothy Quirk, Treasurer; Bill Castle; Kieran Walsh; Richard Lowen; Giny Landgreen, Recording Secretary

Bennett Management: Rob Bennett, Berenice Yoder, Sara Bennett

Association Members Present: Nancy Bessonette, Sue Fish, Ken Guzowski, Paula Rogers, Dick Kraus, Bill Ayres, Mary Erbaugh, John Rose, Marge Catha, Judy McKenzie, Evan Gammon, Ardemis Walsh, Janine David, Amy Derby, Marc Levy, Jim Derby, Bob Huntley, John Quirk, Ward Shannon, Robert Bennett

Diana Drake, Assistant to the Board

Reserves Study: Dan Huntley, Western States

The meeting was called to order at 7 p.m. by Joanne Gulsvig, Chair. Introductions were made.

Dan Huntley of Western States (WSSC) presented the Reserves Study- a report and recommendations. To receive a copy of the 45-page document, contact Diana Drake. Specify email and/or printed copy. The entire document will be posted on the bulletin board. Further discussion of his recommendations for WT reserves funding will occur.

Motion to accept Minutes for May 16th and May 26th meetings were made (Kieran Walsh) and seconded (Dorothy Quirk), and the minutes were approved.

A motion to elect Richard Lowen to the board was made by Kieran Walsh, seconded by Dorothy Quirk, and approved by the board.

TREASURER'S REPORT: was presented with Balance Sheet as of May 31st by Dorothy Quirk. Bennett Management will track income and expenses on a month-to-month basis. Complete financial sheets are available by contacting Diana Drake.

Kieran Walsh presented the Boiler Report. Tests have been done to determine that we have surpassed the 20-year life span of our 40 year old boiler. Plans need to be made to replace it, if we are lucky, between 3 and 12 years from now.

Kieran Walsh also presented the Roof Report. Work is scheduled to begin on July 5th and will take between 4-6 weeks to complete depending on the weather and other factors.

Vehicles parked by tenants and commercial clients on the upper level and on the street near WT will be advised to park elsewhere during the workdays so that dust and other falling roof items will

not affect vehicles. There will be more detailed recommendations for the whole building for this time of anticipated minor inconvenience. This new roof comes with a 20-year guarantee.

MANAGEMENT REPORT:

Rob Bennett reported that he, Berenice Yoder, and Sara Bennett are currently working on negotiating three contracts that are due for us. They are for WT elevator maintenance, Comcast, and our insurance. Bennett will act as the employer for all of our contract workers.

Prichard, Evans and Elder (commercial real estate agents), Joshua Clark (attorney), and Bennett management have met and Rob Bennett recommends that two contracts be considered for our two vacant commercial spaces. He recommended that an investment analysis be done for these spaces to weigh how they will be of best value over time.

The Board approved Bennett sending out the minutes and a unit account balance statement to each owner every month. We are already sending out the minutes so the cost should be similar. This information will include more about their service and how to contact them. Also included will be the time and date of the next WT Board meeting. Our monthly payments are due at the same time (1st of the month/past due the 15th) and checks are to be made out to BMC, 980 Willamette St, Eugene, Oregon 97401.

COMMENTS FROM MEMBERS:

Ward Shannon alerted the Board to standing water on the roof at the second floor level and the danger of insects multiplying there during the hot weather.

Marc Levi appreciated the progress the Board is making in getting information to the membership. This is important to keep as a priority since not everyone can attend board meetings.

Nancy Bessonette requested more uniformity from the Board in communication to the membership.

John Quirk advocated for association members to become proactive and to join committees.

Meeting adjourned at 8:50 pm.

These minutes will be reviewed for approval at the next board meeting- Monday, July 18th at 7 p.m.

Minutes prepared by Giny Landgreen.