



## Meeting Minutes Board of Directors Meeting July 13, 2015, 7:00PM

Pursuant to notice duly given a regular meeting of the Board of Directors of the Mountain Park Home Owners Association was held at the Clubhouse on Monday, July 13, 2015. Present at the meeting were Directors Lazaris, Kyle, O'Connor, Price, and Slaven. Executive Director, Carol Cook was also present. Directors Dod and Sangrey were absent.

**Call to Order** - The meeting was called to order by President O'Connor at 7:00PM.

1. **Appeals to the Board** – none.

2. **Visitor Comments & Letters to the Board** – none.

3. **Reading and approval of minutes**–

- a. Director Kyle made a motion to accept the June 23, 2015 minutes as amended. Director Slaven seconded the motion. Upon vote by the Directors, the motion passed (4 Yes-0 No). Director Lazaris abstained.

4. **Work Session –Reports**

- a. Executive Director – May KPI and May financial report. The Board recommended that staff review systems to assure all members and guests entering the clubhouse are tracked. The Board also recommended adding the semi-annual dues payment to the Finance Committee meeting agenda to be discussed at their next meeting.
- b. Architectural Review Committee – June report. Director Price noted that a roofing expert would be invited to attend the next Architectural Committee meeting to assist the Committee in developing a criteria for roofing quality.
- c. Homecare Subcommittee – June report. The Board recommended that cleaning of the untenanted houses be scheduled as needed.
- d. Clubhouse Committee – June report. Director Slaven reported that the Clubhouse Committee would begin environmental audits of the clubhouse during their meetings.
- e. Governance Committee – No report.
- f. Reserve Committee – June Reserves update.
- g. Finance Committee – No report.
- h. Common Property Committee – June report.
- i. Yard Debris Sub-Committee – June report. The Board recommended that new homeowner letters include information about obtaining yard debris bins.

5. **Old Business**

- a. The Board reviewed and recommended revisions to the Policy on Enforcement Control of the CC&R's. A revised draft of the policy will be presented at the next meeting.
- b. Cybersecurity Update – Director Kyle reviewed the cybersecurity report and privacy statement. The Board had no questions on the privacy statement draft presented by GRC Consulting Services. The Board asked that a proposal be presented by GRC Consultants, which would outline cost of supporting MPHOA staff in creating written policies and procedures to address the issues identified in the report.
- c. Clubhouse Seismic Evaluation – The Board agreed to request a proposal from a recommended contractor.
- d. Aquatics Lifeguard Strategy - Discussion was deferred until the next meeting. The Board requested more information of current lifeguard staffing be presented.
- e. Smoking in Parks – The Board reviewed photos of no smoking signage to be placed on the exiting trailhead posts.
- f. 224 Hidalgo Account – An updated of the Cole account was reviewed and discussed.

## 6. New Business

- a. Construction Loan Modification Opportunity – The Board agreed to have the Finance Committee review the information from the Bank and make a recommendation.
- b. Mountainside Terrace Lawn – Mountain Terrace withdrew their request to the Board for approval to discontinue irrigation since the Mountain Terrace Board decided against removing waterlines. The MPHOA Board did agree that the topic of “What if the City imposed mandatory Cutbacks?” should be added to a future agenda.
- c. Avocet Condominiums meeting – Executive Director Cook updated the Board on a meeting with Avocet Condominiums regarding the maintenance of their sidewalks which encroached on MPHOA Common Property.
- d. 14 Walking Woods Encroachment Issue - The Board discussed the request by the owners of 14 Walking Woods to the City of Lake Oswego and MPHOA to legalize their already existing 2nd story covered deck and raised patio at the rear of their home. The two exceptions they requested were: 1) to increase the maximum allowed lot coverage from 30% to 35.4% and 2) Reduce the 20-ft. rear yard to 15.8 ft. Director Slaven made a motion to approve the request. Director Price seconded the motion and upon vote by the Directors the motion was passed unanimously.
- e. The deck to my understanding does not intrude on common property but does intrude into the common property's setback.

Adjournment – At 9:20pm, the meeting was adjourned.

Secretary Treasurer