

Gabriel Commons Association Board Meeting Minutes

September 28, 2016

- Call to order and quorum established—Chuck Ensign
- Attendees: Chuck Ensign, Larry Drury, George Walker, Gary Skovsted, Kay Brooke-Willbanks and Syd Newell
- Approved September 2016 Mtg. Minutes--Board
- Homeowner's Forum
 - No items brought forward
- Standing Committee Reports
 - Landscape—Chuck reported that Nancy Cartwright is in the process of researching new landscaping companies to potentially replace our current vendor. Syd indicated that the ivy cutting work party was a success.
 - Emergency Preparedness—No updates
 - Maintenance—George is following up with KL to make repairs to the gate at #3893.
 - Social—Syd noted that the annual GC Halloween Party is scheduled for Oct. 29th. She will be sending reminders to the residents. Syd also indicated that the response to the committee's questionnaire on the recent Pool Party has been excellent with a number of good suggestions submitted. The committee will review all of the input, develop recommendations for next year's event and share those thoughts with the community. The committee will be planning two visitations as Sue's condo has been rented and Leslie's has been sold.
 - Pool—Emily submitted an end of year Pool Committee Report. The pool crew closed up the pool and stored the furniture on September 26th. The pool's level of cyanuric acid is within an acceptable range this year, so there will be no need to drain the pool for that reason before opening next season. Emily expressed her gratitude to each and every one who helped open, close and do daily or weekly maintenance of the pool this year. Emily also raised a number repair issues in her report and Chuck was going to follow-up with her on how to best address them.
 - GovDocs Review—Committee is still awaiting tentative approval of the GC Amended Declaration from the Oregon Real Estate Commissioner. Once that is obtained, the formal approval process by GC homeowners will begin. At its September 28th meeting the committee reviewed an outline of By-Laws provisions to be amended and assigned committee members to lead the revision of specific elements. The group agreed that if a proposed amendment recommendation to the Board is not unanimous, that after consulting with our attorney, the committee would submit majority and minority positions for Board consideration.

- Reserve—Kay reported that the committee and the Board met on September 23rd to review the PCA report and discuss how to fold those findings into the Schwindt Reserve Study work. The report, as well as comments on the initial draft of the Reserve Study, has been forwarded to Schwindt for revisions.
- Old Business
 - Mold remediation/repairs in the attic area at #3839 that were required of the HOA as a result of the buy/sell were completed.
- New Business
 - The Board welcomed Kay Brooke-Willbanks as the new GCA treasurer and thanked her for her willingness to take on this responsibility.
 - The Board approved the Architectural Review Request for installation of 220 power to garage/carport at #3843.
 - Chuck indicated that Blackmore Construction will be conducting Seismic Upgrading Inspections at a representative sample of GC units. The once completed, Blackmore will develop recommendations and cost estimates for the Board to consider as it goes into 2017 budgeting process.
 - We have received notice of upcoming survey work (flagging, stakes, etc. left on GC property) to occur sometime during Oct. on behalf of the neighboring property at 3825 SW Canby.
 - The Board has been notified of mold issues in the attics at #3871 and #3873 and preliminary evaluations/estimates for repairs have been received. The Board will be seeking additional estimates from other vendors before moving forward with the work. Given the reoccurring issues with mold in attics, the Board will research and discuss various options including clearing away insulation that is blocking attic eave vents and inspecting duct work for bathroom venting problems and moisture leakage around kitchen range vents.
- Financial Report
 - Kay reviewed GC August Financial report (see the attached summary for details).
- The meeting adjourned at 6:45 PM.
- **Next meeting—October 25, 2016 since the Library's meeting room is unavailable on October 26th. Also, please note that the November Board has been moved from November 23rd to November 30th because of the Thanksgiving Day weekend.**