

APPROVED

ELIZABETH LOFTS CONDOMINIUMS  
BOARD OF DIRECTORS MEETING  
SEPTEMBER 13, 2016  
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MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ELIZABETH LOFTS CONDOMINIUMS HELD ON TUESDAY, SEPTEMBER 13, 2016 AT 5:00 PM IN THE COMMUNITY ROOM LOCATED AT 333 NW 9th AVENUE, PORTLAND, OREGON, 97209.

**PRESENT:** Jim Kennedy, Chairman  
Andreas Anderson, Director  
Brenda Peterson, Director

**ABSENT:** Paul Mollomo, Secretary  
Paul Roelofs, Director  
Jill McAlpine-Andre, Director  
Tina Tsai, Commercial Director

**BY INVITATION:** Tom La Voie, CMCA CAMP, Community Manager  
Dave Berg, Building Maintenance Coordinator  
Laura Hall, CMI Chief Information Officer  
**COMMUNITY MANAGEMENT, INC., AAMC**

**OWNERS:** As indicated on the original sign-in sheet.

**I. CALL TO ORDER**

Lacking a quorum, the meeting could not be called to order. In the place of an official Board Meeting, and for the benefit of the owners who were in attendance, Chairman Jim Kennedy called an information only meeting to order at 5:05 PM.

**II. INTRODUCTIONS**

Introductions were made by the Board members present, as well as the CMI employees and the homeowners in attendance.

**III. APPROVAL OF AGENDA**

**AGREED:** The agenda was approved by consensus.

**IV. APPROVAL OF PREVIOUS MINUTES (August 9, 2016)**

**AGREED:** Tabled. This action will be taken at the next regular Board meeting.

**V. REPORT OF THE BUILDING MAINTENANCE COORDINATOR**

Building Maintenance Coordinator (BMC) David Berg summarized his report that was previously sent to the Board for review.

Proposals: Berg presented three proposals that could not be voted on due to the lack of a quorum. The proposals included a contract renewal for the generator maintenance, a cleaning proposal for the leather wall tiles behind the concierge desk, and the annual certification for the roof anchors by ProBel. Since each proposal was somewhat time sensitive, La Voie suggested a Vote in Lieu of a Meeting, where the proposals shall be voted on by written consent of a majority of Board Members. La Voie will prepare the consent ballot, which will be left at the Concierge desk for Directors to sign.

Electric Vehicle Charging Stations (EVCS): Berg proposed setting a meeting for owners who are interested in the Electric Vehicle Charging Stations, along with interested Board members, to discuss the need for and expenses related to the EVCS installation. Jim Kennedy has found out that the Oregon Energy Trust rebates are set to expire on September 30, without any indication they will be renewed for another year. Kennedy will circulate calendar proposals for possible meeting dates.

Security Cameras: Berg reported that the analog server has developed glitches and is at end of useful life. One option would be to replace the analog server; a second option would be to replace the analog server with a digital server and replace the remaining analog cameras at this time. Those Directors in attendance agreed that it would be prudent to move to digital at this time.

Courtyard Pavers: Berg submitted two proposals for the pavers in the courtyard. One option would be to replace certain pavers at \$900.00; a second option would be a complete renewal project starting with power washing and then fully replacing the joint sand material between the pavers at a cost of \$18,000.00.

Lighting Project: The Board had a brief discussion on the replacement lighting project. The lights are in town and the installation is set to begin next Monday, starting with the fourth floor and moving up.

#### VI. COMMUNITY MANAGER REPORT

July Financial Statement: La Voie reviewed the July financial statement for the first month of the new fiscal year. The Association was under budget almost \$6,000 (7.3%) in July. As of July 31, the reserve fund totaled \$1,186,074.47.

Investment Certificate of Deposit: Discussion followed relevant to moving forward with opening three additional CDs at three different banks.

#### VII. OWNERS' FORUM

A homeowner asked about Isabel's and its compliance with the violation from the City. La Voie reported that the Association's attorney has been involved; the City is considering removing the Elizabeth from the violation and working directly with Isabel's.

A new owner stated that he had turned off the water to his sink, and when the water was turned back on, the water came out black or grey for several seconds before turning clear. Anderson responded that this is very common when re-pressuring a water line and of no concern. The owner asked if the water in the building had been tested since the Victaulic valve replacement. La Voie reported that the water was tested throughout the Victaulic investigation with no issues, but he does not know if it has been tested since the Victaulic settlement.

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Jeff Ghitelman asked about the missing bush in the courtyard. Anderson stated that the replacement of the bush is in process.

A homeowner asked about moving to five-digit codes for the entrance doors. The initial answer from Metro was that it is not possible to do that, but La Voie will follow up with Metro to determine what would need to happen in order to accommodate five-digit codes.

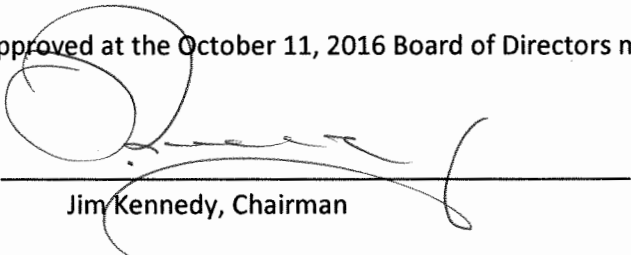
A homeowner asked about units being rented on Airbnb. La Voie responded that the situation is monitored by CMI and that incidents are dealt with when discovered.

**VIII. ADJOURNMENT**

The meeting was adjourned at 6:03 PM. The next board meeting will be Tuesday, October 11, 2016 at 5:00 PM in the Community Room.

Minutes approved at the October 11, 2016 Board of Directors meeting.

Approved: \_\_\_\_\_

  
Jim Kennedy, Chairman

