

# Willamette Towers Board Meeting

Meeting WEDNESDAY, June 30<sup>th</sup>, 2021, 5:00pm via ZOOM

## Board Members

Lauren Dame  
Mya Lansing  
Hal Dillon  
Clyde Horn

## BMC Personnel

Dave Saraceno

## Owners

Jean Kern  
Linda Seymour  
Bob, Barb, & Richard Bomball  
John Rose  
Phyllis Fisher

**Call to order:** 5:04 PM

**Agenda Approval** - Lauren moved, Clyde 2<sup>nd</sup> - Unanimous approval.

**Previous Meeting Minutes Approval:** With names corrected Lauren moved- Hal 2<sup>nd</sup>, Unanimous approval.

## Treasurer's Report:

Month ending June 30, 2021.

### Operating Account Summary

Beginning Cash Balance [06/01/2021]	\$29,122
Ending Cash Balance [06/30/2021]	\$28,358

### Budget Comparison

#### Month-to-Date Actual

Total Operating Income	\$20,137
Total Operating Expense	(\$15,581)

#### Year-to-Date Actual

Total Operating Income	\$124,260
Total Operating Expense	(\$101,052)

## Notes:

Other than the commercial account there are three units with balances due as of July 8, 2021. One of the three units that has paid is requesting a waiver of the late fee.

## Reserve Account Summary

Opening Balance [06/01/2021]	\$295,492
Contributions	\$18,480
Withdrawals	0
Interest	\$3
Closing Balance [06/30/2021]	\$313,974

## Notes:

Primary Reserve balance:	\$160,932
Plumbing Reserve balance:	\$153,042

**Move to Accept Treasurer's report:** Lauren moved , Mya 2<sup>nd</sup> - Unanimous approval

**BMC Report:** Diane absent with schedule conflict. All Actiongrams dealt with. Shahayla is still paying reduced rate and has not made her future intentions clear to Diane. We got \$7k she got from the Government to repay us for some of her back rent.

### **Committee Reports:**

**Security & Technology:** Nothing to report.

**Green Committee:** Mention made of inquiries about using the lawn space will be talked over and suggestions brought to Board.

**MMRC:** Jesse absent but he had communicated some information: The drawings for the project have been submitted to the city and construction could start in a couple of weeks.

**Owner's Forum:** Per Phyllis and Jean, White Glove has not completed the job as our RFP stated -i.e. They didn't wash the "fins or window sills," but just the windows. What are we going to do to get a more complete job or reduction of cost since they didn't do a complete job? Diane will discuss with them.

**Old Business:** none

**New Business:** Lauren talked to the City who referred her to Wildish about road surface replacement work on Lincoln. Our access to and from the street will be interrupted for at least 2 days around the end of July-early August, after which, they will have steel plates down to allow access via our regular routes. It was suggested that the Exit gate could be left open and the entry or exit route could be via the side alley and Lincoln Alley for those two days. **Ample Notice Will Be Provided.** Wildish will send someone out to evaluate and will stay in contact with Dave. David or Diane will notify the renters in the commercial spaces.

**CPA Reserve Study** - Lauren will ask Diane to check with the 2 possible vendors for this service now that COVID restrictions are eased.

**Mask Wearing Policies after 6/30** - OR State and Federal CDC guidelines say mask wearing is no longer required but is still recommended in interior crowded spaces. Phyllis mentioned a recent encounter with an unmasked individual who wanted to get on the elevator with her and she told them not to, at which point, they became angry. Lauren will draft a policy for delivery persons to access the building as per pre-COVID but they will remain masked and a reminder that good manners and respecting other's decisions about COVID and mask-wearing will be drafted and shared.

**Engineering checkup for building** - Richard asked if there has been an evaluation of our building by a structural engineer [after the Miami FL disaster.] Tom will be contacted by Diane and asked about any previous inspections.

**Next Meeting**

tentatively set for Tuesday, July 27, 5PM via Zoom

**Adjourned at 5:50 PM**