



VAUX NEWSLETTER

February 2009

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CMI

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ANNUAL MEETING SCHEDULED

The 2009 Annual Owners Meeting will be held **Monday, March 2, 2009; Sign-in @ 6:30 PM; Call to order @ 6:45 PM; Holiday Inn Express, 2333 NW Vaughn Street, Portland, OR 97210.**

The legal documents of the Vaux state that a quorum must be established **OR** a legal meeting cannot be held. Quorum is established by the attendance of **a minimum of 34% of the owners** through their personal attendance or by sending a proxy. If there are not enough owners represented either in person or by *proxy* the meeting will have to be re-scheduled. **Please return your proxy to CMI, even if you plan on attending the meeting!**

There will be three Board positions to fill at the Annual Meeting. We are sorry to report that Larry Emery will be stepping down after two great years of service, and Kevin Kutcher recently resigned. The Board encourages you to submit nominations and reminds you that if you are personally interested in serving on the Board, you may nominate yourself. You are not required to have any specific experience to volunteer your services as a Board member – just an interest in serving your community. If you nominate a neighbor, please check with them in advance to ensure they are willing to serve.

**WE WANT YOU
TO SERVE ON
THE BOARD!**



NEW SECURITY MEASURES

As you may know, there have been issues in the past with storage unit break-ins and bike thefts. To remedy the situation, the Board had all locks on the storage rooms and bike rooms changed to an electronic fob system in December.

Your current fobs have already been programmed to allow you access to the rooms you need. Please check the function of your fobs or cards at your earliest convenience and notify CMI if you encounter any problems.

(Continued, Page 2)

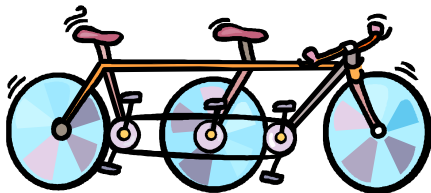
NEW SECURITY MEASURES (cont. from Page 1)

The security of the building is only as good as the owners' diligence. Please be mindful when entering and exiting the building, and remember to always close the courtyard gates firmly but gently. It never hurts to check the gate handles to make sure they are in the LOCKED position. The safety of the building is everyone's responsibility.

When using the parking garage, please pause to see the gates close behind you before continuing to your destination. This requires just a few seconds of your time that could prevent unauthorized access by others. If you see suspicious people or activity in the area please do not hesitate to call the police and report the incident.

BICYCLE STORAGE

The Vaux Bike Committee is pleased to announce that there are currently two bike storage rooms in the basement, with a total of 55 brackets on which to hang bicycles at no charge. However, there is a great demand for these bike brackets, so a waiting list has been created to accommodate everyone. Please follow these steps to be assigned a bracket or to be placed on the waiting list:



1. Fill out a bike bracket request form and send it to Heather at CMI (see info on Page 1). The forms are available on the Vaux's website.
2. When Heather receives the completed form, she forwards it to the Vaux Bike Committee and they determine whether there are brackets available. If not, you will be added to the waiting list.
3. After the Bike Committee finds brackets to assign, they notify CMI to give the requester fob access to the Bike Room, using their existing lobby entry fobs.

ACH SERVICE—NO CHECKS TO WRITE—NO LATE FEES!!

Your Association fee payment is made convenient through the ACH (Automatic Clearing House) Service provided by U.S. Bank. All you have to do is go on-line and download the form from CMI's Web Site (www.communitymgt.com), submit the required information to CMI and we will take care of the rest.

The deduction from your checking account will occur on the 8th of each month and the amount will be adjusted each budget year. However, in the event charges are assessed outside of the budget, these ***will not*** be automatically deducted. You will be asked to pay these separately.

Please note that once you have authorized the ACH service it will continue in force until terminated by you. You do have to be responsible for discontinuing the service. A \$15.00 processing fee is charged in the event service is not terminated and a refund check has to be issued.

UNIT HEATER MAINTENANCE

It is important to remember that maintenance of individual unit heating/cooling systems is the responsibility of the unit owner. Following the manufacturers scheduled maintenance requirements of your condominium unit heating/cooling system is vital for efficient, long-term operation and your comfort.



American Heating has provided an annual service contract and made it available to any interested Vaux owner. The yearly cost for their service program is \$138, billed semi-annually directly to the owner. The service program includes:

- Installing replacement air filters
- Inspecting the control contactors, starters, and relays.
- Inspecting all electrical connections.
- Inspecting the condenser and evaporator coils.
- Checking and clearing the condensate drain line.
- Lubricating all required moving parts.
- Inspecting and verifying operation of safety controls.

The Board encourages participation in this service program, though it is voluntary. The American Heating contract is available online on the Vaux website, click on "Notices."



MOVING PROCEDURES

Scheduling—To schedule a move, call or e-mail the On-Site Manager or CMI fourteen (14) days prior to your requested date to ensure at least one elevator is available. Only one move in the building is allowed per day. Moves may be scheduled between 8 AM and 5 PM daily.

Move Fees—There is a \$200 Move-In fee, and a separate \$200 Move-Out fee. The moving fees must be paid at the time of the move, or two days prior to the move if it scheduled for a weekend. Please make checks payable to The Vaux Condominium and give them to the On-Site Manager or send them to CMI prior to the move. The move fee will be charged to the Owner's account whether or not the move was scheduled, and unscheduled moves are subject to an additional **\$500 fine**. Ultimately, the Owner of Record is responsible for payment of the fee, however, the moving policy applies to tenants as well.

Deliveries—There will not be a charge for single item moves, i.e., delivery of a couch, etc. Nevertheless, please contact the On-Site Manager to have the elevator pads installed to protect the elevator, as the owners are responsible for any damage caused to the common elements during the delivery.

Parking Options—Parking permits should be obtained by the city at a minimum of two days prior to the move. Permits for street parking can be purchased from the City of Portland, Permit Center,



503-823-7365.

Monitoring—Portland Patrol Security Services will pad the elevator and also monitor the door and common elements during the move. They will conduct a walk-through before and after to make sure there is no damage.

Boxes and Packing Material—At the end of the move, or after each day, if the move takes longer than one day, the corridors and elevator must be cleared of all debris. Packing materials and boxes must be disposed of in the Recycling Area located in the basement garage. Please flatten all boxes and place materials in the appropriate containers. If your material cannot be placed in the trash chute or recycled, owners must contact the On-Site Manager to arrange for a special pick-up at their own expense.

BULLETIN BOARDS

The lobby bulletin boards are for official Association business only. They have important notices concerning service scheduling, social events and action items for residents and owners.

There are two bulletin boards in the garage that residents are free to use—one in each elevator lobby. However, please respect the guidelines for posting.



QUESTION: WHAT COLOR IS YOUR TAP WATER ?

If your answer is anything other than “clear,” call CMI! Some residents have been reporting “rusty”-colored water, and it is important we know if this is a building-wide phenomenon.



YOUR COMMUNITY WEBSITE

Be sure to check out the Vaux Condominium website! You will find important information such as how to contact your Board of Directors, news of upcoming social events and special notices for all residents and owners. You can also download Board of Director's meeting minutes and monthly financial statements.

In order to use The Vaux website you must register. Please go to the link listed below, click on "The Vaux Home," then "Contact," then "Homeowners," then the "email" link in the left column.

<http://hoa.thevaux.com>

THE VAUX IS A SMOKE-FREE COMPLEX

In addition to our smoke free bylaws, we ask for assistance and consideration from resident smokers that tobacco smoke is a strong allergen for many people and could pose a serious health hazard. Cigarette butts have been noted in lower residence patios and shrubbery. This is a serious fire hazard that could compromise everyone's safety.

(Article 7.24 of The Vaux bylaws states, "Smoking of tobacco products or similar products shall be prohibited on the decks, balconies, front porches and terraces of the Condominium, and in all common areas of the Condominium, including the interior parking structure, the hallways, elevators, lobby and courtyard.")

ELEVATOR OUT-OF-SERVICE CALLS

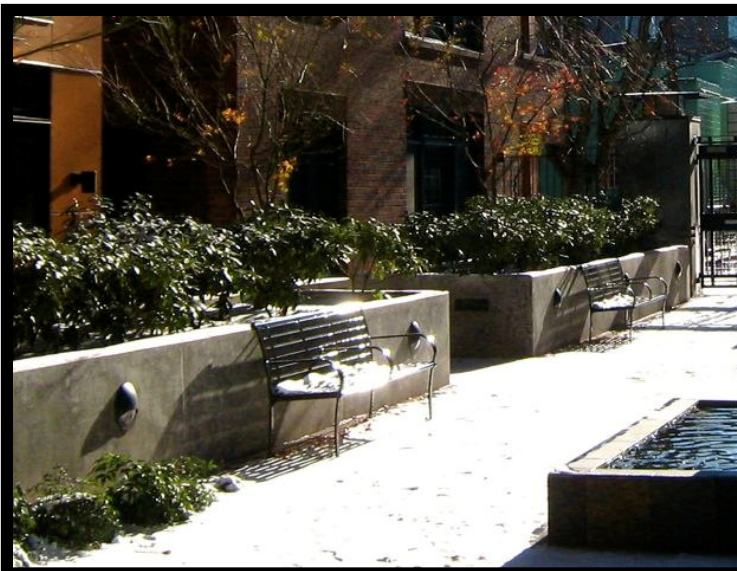
Whenever you encounter a problem with the elevators, please do not hesitate to contact the On-site Manager (Monday - Friday 7:00 AM—3:30 PM) or CMI at 503-233-0300. Do not wait for someone else to call or assume that someone has called already! CMI will dispatch ThyssenKrupp to service the elevators immediately.

IF YOU HAVE ANY IDEAS FOR THE NEXT NEWSLETTER, PLEASE CONTACT HEATHER AT CMI. THE VAUX NEWSLETTER WILL NOW BE PUBLISHED QUARTERLY AND DISTRIBUTED ELECTRONICALLY VIA EMAIL AND ON THE VAUX WEBSITE.

USE OF TRASH CHUTES

The doors to the trash chutes must be securely closed after each use. If a piece of debris gets caught and causes a trash chute door to be ajar, the trash chutes in that stack will not function! Please take extra care in assuring that the doors close securely.

Also, please do not place loose glass down the trash chute. Loose glass shatters at the bottom of the chute creating a hazardous mess. Use the recycling containers for all glass.



Many thanks to the Vaux Landscape Committee for facilitating the installation of the new courtyard benches!