

DRAFT

MINUTES OF THE BOARD OF DIRECTORS MEETING OF MILLRIDGE TOWNHOME OWNERS ASSOCIATION HELD DECEMBER 22, 2011 AT 6:30 P.M. AT THE MILLRIDGE TOWNHOMES CLUBHOUSE LOCATED AT 1610 ½ NW 143rd PORTLAND OR 97229.

PRESENT:

Rich Leflar, President
Ursula Locke, Treasurer
Kathy Shaffer-Tamblyn, Secretary
Nadine Moore, Director
Steve Meyer, CMI

BY INVITATION:

OWNERS AS INDICATED ON THE SIGN IN SHEET KEPT IN THE MILLRIDGE CLUBHOUSE OFFICE.

- I. Call to Order** Rich Leflar called the meeting to order at 6:32pm

- II. Steve Meyer – HOA Dues** Steve Meyer explained how past HOA dues were calculated incorrectly by Appleton Management and handed out a chart showing dues calculated from 2008 when CMI took over management to present day. He explained that CMI has correctly calculated them for the upcoming year including the COLA adjustment. The BOD needs to now decide to correct the past miscalculations or not and just move forward. The end result of the past HOA dues charges is a wash. This will be decided at an upcoming board meeting. The BOD needs to discuss the issue of rounding versus not rounding the HOA dues. The chart showing the percentage of each homeowner's interest will be considered in making this decision. The current coupons for the upcoming year are correct.

- III. Introductions** - Introductions of members present commenced around the room.
- IV. Acceptance of the Agenda**
AGREED: Motion to approve the agenda as presented was seconded and carried without objection.

- V. Discuss/Accept – Meeting Minutes Nov. 21, 2011.**
AGREED: Motion to approve the November 21, 2011 Board of Directors meeting minutes. The motion was seconded and carried without objection.

- VI. Committee Reports**
 - A. Treasurers Report – Ursula Locke gave the Treasurer's Report** \$600 rebate from Energy Trust was mis-coded and should be in the Clubhouse account.
 - B. Landscape Report**

Paul Blomquist presented the landscape report. Horseshoe area between buildings 4, 5 & 6 will be the focus of next year's landscaping work. Requests for work from units 1626 and 1710 have been done. Pruning of roses has been started, leaves are mostly done and Tim will be clearing the rest on his weekly schedule; including the leaves in the fences. The bid from Davey's Tree Service was not renewed due to budget constraints and tree maintenance will be done as needed.
 - C. Architectural**

There were no requests and no report.
 - D. Maintenance**

Rich Leflar gave the maintenance report. There were no requests for maintenance.
 - E. Clubhouse Report**

Jeri Old stated that we have 1 rentals this month. Energy Trust sent a check for \$600 and to date, rentals have totaled \$1200.
 - F. Pool Report**

No report given.
 - G. Neighborhood Watch**

Shirley Carlson gave the report and requested everyone to check their smoke alarms; put batteries back in or replace them. If you can't do it yourself, the Fire Dept. will do it for you. To eliminate unwanted phone calls or scam phone calls, call the National Registry Do Not Call list. You can put your cell phone number on it also.

- VII. Unfinished Business**
 - A. Discuss/Vote on Landscape Contract –**
AGREED: Motion to accept Absolute Perfection's contract for 2012 & 2013 was seconded and passed without objection.

 - B. Discuss Records Examination Recitals Resolution –**
AGREED: Motion to table discussion until next month's BOD meeting was seconded and passed

without objection.

VIII. New Business

A. Discuss extending 2011 (3 or 6 months) & continuing Clubhouse rental promotion for 2012.

Motion to extend the rental promotion through 2012 and extend the time to use free rentals earned in 2011 6 months into 2012. After discussion, the motion was seconded and passed without objection.

AGREED: to extend the rental promotion through 2012 and extend the time to use free rentals earned in 2011 6 months into 2012.

VIII. Members Open Forum for Comments

The members of the HOA participated in the owner's forum. Rich Leflar was appointed Time Keeper.

Next meeting date January 26, 2012 at 6:30pm

AGREED: Motion to adjourn the meeting. Motion was seconded and passed without objection. Meeting was adjourned at 7:35pm.