

DRAFT

Our Ref: BOD/27/MRHOA #205
MILLRIDGE TOWNHOUSES
BOARD OF DIRECTORS MEETING
May 28, 2015
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**MINUTES OF THE BOARD OF DIRECTORS MEETING FOR THE
MILLRIDGE TOWNHOUSES HELD AT 6:30 PM AT THE MILLRIDGE
HOME OWNERS CLUBHOUSE, LOCATED AT 1610 NW 143RD AVE,
PORTLAND, OR 97229.**

PRESENT:

Tim Jackson – President
Sue Seaver – Vice President
Glen Beckley – Secretary
Christine Prince - At Large

- I. Call to Order**
Tim Jackson called the meeting to order at 6:30 p.m.
- II. Introductions**
Introductions commenced throughout the room.
- III. Board member attendance**
 - a. All Board members were present.
 - b. Open Floor to request and approve fifth Board member to replace Dave Clarke, whose term ends June 2017. Nobody volunteered.
- IV. Approve/Modify Agenda-** Sue Seaver moved to accept the agenda for tonight's meeting. The motion was seconded by Glen Beckley and carried without objection.
- V. Accept/Modify minutes of meeting on 4/23/15.** Glen Beckley moved to accept the minutes. The motion was seconded by Christine Prince and carried without objection.
- VI. Accept/Modify minutes of meeting 1 on 5/7/2015.** Glen Beckley moved to accept the minutes. The motion was seconded by Christine Prince and carried without objection.
- VII. Accept/Modify minutes of meeting 2 on 5/7/2015.** Sue Seaver moved to accept the minutes. The motion was seconded by Glen Beckley and carried without objection.

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VIII. Committee Reports

- a. Treasurer's Report-** Tim Jackson reported that we are under budget for the month and year-to-date. Pacific Landscape's invoice was late and when it is posted we will be slightly over budget year to date.
- b. Landscape Report-** Dana Murphy reviewed the Landscape Committee activities. More junipers in back alley (north east) are dying, getting a bid to have them removed. The Committee is obtaining a bid to fill in the holes on the entry island where the dogwoods died. Lot of calls re: irrigation. Pacific has set the controllers on a "cycle and soak" period even during the day. Dana will follow up with Pacific re: watering during the day. Pacific is managing the water consumption by minimizing the irrigation cycle periods and watching whether the plants and turf are stressed and then they will increase the irrigation periods as the plants show the need for more water. Soaking for 4 min. periods, then allowing time for the water to be absorbed, then soaking again is the method they are using. Notify the Landscape Committee if you see that some plants or turf is being stressed. Spraying rhodies and azaleas will be done yearly, using Tristar (keep pets and children away from the plants for 1 day).
- c. Architectural Control Committee (ACC) Report-** The ACC approved a request for a planter box in the same area as previously approved. The ACC also approved the irrigation controller weather stations located on the 2 pool houses and 2 residences.
- d. Maintenance Committee-** Tim Jackson reported that there has been no activity for the Maintenance Committee.
- e. Club House-** Sue Seaver reported that there were 2 rentals last month and 2 more scheduled for June.
- f. Neighborhood Watch-** Shirley Carlson reported that Verizon contractors mistakenly dug around Shirley's unit, until she asked them to clean up and leave. Tim Jackson stated that homeowners have the right to provide input to vendors that are attaching cable or boxes to building siding.
- g. Pool Maintenance-** Curt Gallaher reported that there are enough volunteers to test the pools now and there brick repairs will be scheduled.

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- h. Nominating Committee Report-** Tim Jackson stated that Robert Melum has expressed an interest in joining the Board. Glen Beckley's position will end this June, along with Tim Jackson's position.

IX. Unfinished Business

- a. Approve use of pavers-** Tim Jackson reported that pavers have been stored in Nels Olson's garage for many years (left over from previous projects). Sue Seaver made a motion to obtain bids for putting a paver walkway at the front of the horse shoe (Bldgs 6 & 7) or possibly a sidewalk, as well as a walkway to extend the sidewalk that dead ends at Bldg 15. Glen Beckley seconded the motion and it carried without objection.

IX. New Business

- a. Approve Azalea lace bug treatment for Azaleas and Rhodies-** Tim Jackson made a motion to pay \$630 Pacific Landscape Management to treat for a bug that is attacking the rhodies and azaleas. The motion was carried without objection.
- b. Approve Seaver request for an additional planter box-** A motion made by Sue Seaver to approve the additional planter box and it was seconded by Glen Beckley. The motion carried without objection.
- c. Reimburse Jackson for swimming pool keys-** Sue Seaver made a motion to reimburse Tim Jackson for \$40.00 for swimming pool keys. Glen Beckley seconded the motion and it carried without objection.
- d. Approve locations for irrigation controller weather stations-** Sue Seaver made a motion to approve the location of irrigation controller weather stations. The motion was seconded by Glen Beckley and carried without objection.
- e. Reimburse Jackson for paper towels for clubhouse-** Sue Seaver made a motion to reimburse Tim Jackson for paper towels (\$7.49) for the clubhouse. Christine Prince seconded the motion and it carried without objection.

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- X. Open floor to members – two minutes please –topics discussed**
- a. Distribution of the Homeowners' manual was discussed. Every homeowner should have the current manual that was passed out this Spring by Carol Parker.
 - b. People should pick up their cigarette butts. In addition to making a mess, we are headed into the dry season and we need to be careful not to start a fire.
- XI. Scheduled next meeting date**
Fourth Thursday on June 6/25/15. Homeowners' meeting will be first at 5:45 PM when nominations for Board positions and ballot counting will occur. The regular Board meeting will follow the Homeowners' meeting.
- XII. Adjourn**
The meeting was adjourned at 7:30 p.m.