

**Millridge Homeowners Association
Board of Directors Meeting
Minutes**

Date: September 24, 2015

Location: Millridge Clubhouse

Time: 6:30pm

- I. **Call to Order**
- II. **Introductions**
- III. **Board member attendance – All in attendance, including Lisa Campbell from CMI**
 - a. Open Floor to request a Volunteer and approve fifth Board member to replace Mark Jaqua. Term ends June, 2018
- IV. **Approve/modify Agenda – Agenda approved as modified**
- V. **Appointment of Officers – Slate of officers have been approved, VP position still open.**
- VI. **President Report (see below)**
- VII. **Appointment of Assistants (Treasurer, Secretary) – Tim Jackson (Unit 1718) as Assistant Treasurer and Nina Sparr (Unit 1762) as Assistant Secretary.**
- VIII. **Accept/modify minutes of meeting on 8/27/2015 – Modification of minutes accepted**
- IX. **Committee Reports – See Notes Below**
 - a. Treasurers Report
 - b. Landscape Report
 - c. Architectural Committee
 - d. Maintenance
 - e. Budget Committee
 - f. Neighborhood Watch
 - g. Clubhouse
 - h. Pool Maintenance
 - i. CMI Announcements
- X. **Unfinished Business**
 - a. Approve/accept bid from Pacific Landscaping to install walkway at Horse shoe – Hourly?
Approved time and materials to install walkway in horseshoe, NTE \$1990
 - b. Move pavers from Olson garage – Unit 1756
Volunteers, Robert Melum (Unit 1658) and Robert Richardson (Unit 1582) to coordinate move.
 - c. 1738 - Carol DuBosch request
Item tabled until next meeting. Board members to walk the area. Removal of items deadline extended to 11/1/15.
 - d. Sidewalk trip hazards – Clubhouse and others (Dorothy Chase, unit 1732)
Item tabled until October meeting, Robert Melum to get bids.
 - e. Discuss gutter cleaning frequency & policy for extra needs. August financials says we are 26% over budget already this year and will need to have all buildings cleaned again this fall.
Item tabled until October meeting, Robert Melum to get bids on gutter replacements.
 - f. Discuss overgrown trees causing gutter issues
 - g. Check signing every 2 weeks – options

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Board approved the use of Allstar Messenger to deliver checks to Sue Seaver.

- h. Schedule a Reserve study workshop

Board to meet on October 3rd at 10 am

XI. New Business

- a. Handrail request 1736 – Lukins – **Approved, owners responsibility, must be black**
- b. Rock path request – 1736 Lukins – **Approved, owners responsibility**
- c. Floor request – 1684 Murphy – **This to be repaired at owners expense**
- d. Gutter request –1596 Hetzer – **Tabled until walk around done with Robert Melum**
- e. Fence request – 1596 Hetzer – **Approved, Robert Melum to fix, NTE \$200**
- f. Pot hole request – 1596 Hetzer – **Approved, Robert Melum to fix, NTE \$50**
- g. Tree Trimming request – 1610 Hahn – **Done by Bob Hetzer, Unit 1596**
- h. Approve Al Kramlich reimbursement \$46.99 for electrical supplies - **Approved**
- i. Clubhouse toilet seat broken. Need to purchase a new one. – **Approved, Robert Melum to fix, NTE \$50**

XII. Open floor to members - two minutes please. (See notes below)

XIII. Schedule next meeting dates

- a. Fourth Thursday in October is 10/22/15 @ 6:30 pm
- b. Board Member roles and responsibilities – **Tabled until next meeting**

XIV. Adjourn

Open Floor to Members:

Ursula Locke (Unit 1600): Board tab on website needs to be secured. Noted by Lisa Campbell at CMI and will be fixed. Ursula to update phone list and send to Christine Prince (Unit 1582) who will email to residents and CMI.

Carol Parker (Unit 1730) and Ron Burn (Unit 1640) to distribute mailings.

Jerry Old (Unit 1620): Walker needs to replace the garbage dumpsters at building 1 and 5.

Ron Burns (Unit 1632): Window AC ok as long as it's out by the end of the season.

Dana Murphy (Unit 1684): When will buildings be painted? Will notify if approved after Reserve Meeting. New colors to be determined by ACC.

Patty Jackson (Unit 1718): Needs guidance from paint specialist to determine new paint colors for buildings and approved list of colors.

Paul Blomquist (Unit 1642): Wants to walk property with Maintenance Committee and will coordinate with Robert Melum.

Chris Morris (Unit 1604): Building 2 needs moss removed from roof – problematic.

Robert Melum (Unit 1658): Board approved new siding to match what is currently there from a licensed/bonded contractor at owners expense, upon ACC approval.

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Treasurers Report: DeSantos Check sent out in error and cashed and will be credited back. Account has been updated at CMI so error does not occur again. Garbage and gas late fees will be credited back. Over budget on Insurance and Irrigation.

Landscape Report: See notes provided by Dana Murphy (Unit 1684). Our vendor doesn't do trees higher than 15 feet. Board approved a Large Tree Committee to work on this - Betty Lukins (Unit 1736), Bob Hetzer (Unit 1596) and Carol DuBosch (Unit 1738). Use of Hemlock barks dust approved by Board. Any approved plantings that are on common ground are the responsibility of the HOA.

Architectural Committee Report: Went over requests (see items under New Business)

Maintenance Committee Report: Went over requests (see items under New Business)

Budget Committee Report: Have been meeting and will meet again in 2 weeks.

Neighborhood Watch: If someone sees a garage open at night contact the owner. Recycling has not been picked up in 3 weeks.

Clubhouse: Going well, rental in December.

Pool Maintenance: Need bids on pool heater and pool cleaner (there is a leak and it's running at ½ efficiency). Curt Gallaher (Unit 1758) will get bids by January budget meeting.

CMI Announcements: Be patient with CMI as they are going thru many changes. Notice to those with Comcast emails to follow up with carrier as emails not being received. Lisa Campbell working out of Vancouver office now.

President's Report:

Many of you may be aware of Mark's recent resignation from the Board. As Vice President of Millridge HOA, I now assume responsibility of the duties and authority of the president of this Board.

I would first ask that you would extend grace to me as this will be my first time in this position. I will always appreciate the passion that the residents at Millridge have for their community. That being said, I know that at times people will not agree with me in all things. I would ask that if we disagree, please be respectful in our discourse. I don't expect that I will always be respected, but please in all things respect our positions as servants to the community.

As I am now in this position, I may ask seasoned members of this community and previous board members for feedback and advice on how I am doing. I will always appreciate honest and thoughtful feedback from residents interested in building a better community.