

**Millridge Homeowners Association
Meeting Minutes
Emergency Board of Directors Meeting
October 20, 2016**

I. Call to order.

An emergency meeting of the Board of Directors of the Millridge Homeowners Association was held at 1582 NW 143rd Avenue, Portland, OR 97229 on October 20, 2016. The meeting was called to order by Christine Prince at 8:02 pm..

II. Directors in Attendance:

Christine Prince (President)

Sue Seaver (Treasurer)

Laura Holgate (Secretary)

III. Purpose of Meeting.

The meeting was called for the purpose of addressing numerous reports of leaking roofs.

IV. Actions.

- a) **Unit 1632 (Jalene) - Active leaks found around chimney and at transition point where pitched roof meets the flat roof next to the leak around the chimney.** Sue Seaver moved that the emergency repairs made by Apex Roofing on 10/ 10/16, for an invoiced amount of \$1525.00, be ratified and approved. Laura Holgate seconded the motion and it was passed by unanimous vote.
- b) **Unit 1620 (Old) - Leak creating interior water damage.**
Sue Seaver moved that the emergency repairs made by Apex Roofing on 10/13/16, for an invoiced amount of \$_____, be ratified and approved. Laura Holgate seconded the motion and it was passed by unanimous vote.
- c) **Unit 1632 (Jalene) - Leak reported 10/20/16 at transition point between unit 1632 and 1634.**
Sue Seaver moved to authorize Apex Roofing to complete inspection and necessary repairs at a cost not to exceed \$2500.00. Christine Prince seconded the motion and it was passed by unanimous vote.
- d) **Unit 1732 (Chase) - Leak reported around chimney.**
Sue Seaver moved to authorize Apex Roofing to complete inspection and necessary repairs at a cost not to exceed \$2500.00. Laura Holgate seconded the motion and it was passed by unanimous vote.
- e) **Bids still needed on additional reports of roof problems.**
It was agreed that Christine would follow up with CMI regarding inspection reports and bids requested for the following:
 - i. **Unit 1684 (Murphy);**
 - ii. **Unit 1680 (Noss);**
 - iii. **Unit 1648 (Holgate).**