

Millridge Homeowners Association

Minutes – Board of Director’s Meeting

Date: Thursday, December 3, 2020

Time: 6:00 PM

Note: Per bylaws article 4.9 and ORS 94.640 (10)(c), in communities in which the majority of homes are the primary residences of the occupants, only emergency meetings may be conducted by telephone or video conference. This meeting is deemed an emergency due to the need to conduct necessary business of the HOA during the Covid-19 state of emergency. This statement is given pursuant to ORS 94.640 (10)(b)

1. **CALL TO ORDER:** At 6:03pm Laura Holgate called the meeting to order.

2. **BOARD MEMBERS IN ATTENDANCE:** Laura Holgate
Jim Bauer
Sue Seaver
Ann Parker
Lynn Weber

3. **MODIFY/ADOPT AGENDA:**

Motion: Laura Holgate made a motion to approve the modified agenda.

Motion by: Laura Holgate

Seconded by: Lynn Weber

Vote: Unanimously carried

4. **MODIFY/ADOPT Minutes of 11/05/2020 monthly Board Meeting:**

Motion: Laura Holgate made a motion to approve the November Minutes.

Motion by: Laura Holgate

Seconded by: Jim Bauer

Vote: Unanimously carried

5. **COMMITTEE REPORTS:**

a. **Treasurer’s Report: Sue Seaver reported.** Working to get all line items in the right line; all utilities under budget; pools under budget since they weren’t open this summer; overall 5% under but will be close by year-end; anything left at end of year will go into the reserve account.

DRAFT

- b. **Landscape report: Sue Seaver reported:** No new landscape requests; broken sprinkler head repaired; plant put in planned location.
- c. **ACC Report: Betty Lukins reported:** There were no new neighborhood requests.
- d. **Maintenance Report: Jim Bauer reported:** Safe Sidewalks has been working and it looks good - volunteers removed some roots that were impeding their work progress; under-eaves painting on buildings that have new roofs has been approved but it isn't bare wood and not seen so this can wait; end-unit fence cleaning and touch up painting has been approved but not yet scheduled.
- e. **Neighborhood Watch Report: Shirley Carlson reported:** Cameras are needed to watch for theft of packages from porches; Steve Meyer told the woman in neighboring condos she could not walk her dog over to Millridge to defecate on our property.

6. OWNER'S FORUM:

- a. **Question:** Why was CMI's request for a 3% increase not approved and did Steve Meyer accept the 1.2% increase? **Answer:** The contract calls for a 1.2% increase unless more is approved. Laura Holgate explained that the HOA is not in a position to approve more than the contract requires and Steve accepted that and processed the budget with 1.2% increase.
- b. Thank you to Carol Parker, Kathleen Noss and Jeaneen Bestul for hanging the red bows on the lights around the property. Thank you to Betty Lukins and Michael Holgate for the garland and lights on the entry sign.
- c. Thank you to Orson Haynie, Curt Gallaher, Jim and Annie Bauer, Betty Lukins, Christie Alexander, Dave Edwards and Sue Seaver for getting the huge piles of bark spread into planting beds - especially Orson Haynie who was out there even when nobody else was working on it.

7. UNFINISHED BUSINESS

- a. **Discuss/appoint ad hoc committees:**
 - i. HOA funding options; Sue Seaver volunteered to be on the committee. Board members will submit suggestions for committee members to Laura Holgate. They will be contacted by board members about volunteering and HOA president will appoint volunteers.
 - ii. Amended and reinstated CCRs and Bylaws – need committee members to review current documents and identify sections that should be considered for change; decisions about changes can be made once we can start meeting together.
 - iii. Updated homeowner's manual: Laura Holgate will prepare a draft; need committee members to review and suggest revisions. Jeri Old suggested the CCRs should be done first. Laura Holgate answered that drafts can be worked on simultaneously.
- b. **Approve or deny Fit Construction's updated bid of \$3600 for moss removal and touch up painting of end unit fences.**

Motion: to incorporate the scope of work into the bid and increase the not-to-exceed amount from the \$3000 previously approved to \$3600.

Motion by: Jim Bauer

Seconded by: Laura Holgate

Vote: Unanimously carried.

8. NEW BUSINESS:

- a. **Request to lease.** Owner of 1748 requests to lease her home.

Motion: to allow the leasing contingent on paperwork being completed and tenant moved in within 90 days.

Motion by: Sue Seaver

Seconded by: Jim Bauer

Vote: Unanimously carried.

- b. **Gutter Cleaning: Need to get bids.** Jon Pallermini, the person we've used for the past few years is booked and can't fit us in. Jim will ask him to put us on calendar for next cleaning.

Motion: To postpone this so we can get bids.

Motion by: Laura Holgate

Seconded by: Lynn Weber

Vote: Unanimously carried.

- c. **Sump Pump inspection:** Dave Warnking Construction will not work with CMI.

Motion: To postpone this so we can get bids.

Motion by: Laura Holgate.

Seconded by: Sue Seaver.

Discussion: Sue Seaver will provide a list of names to Jim Bauer to get bids; Dave Warnking was \$50 per unit.

Vote: Carried unanimously.

9. MEETINGS:

- a. Special Association Meeting will be held on January 21st for owners to vote on whether to use the funds expected to remain in the serial assessment account after the final assessment on April 1, 2021 to be designated for 2021 paving needs.
- b. Next regular Board of Director's meeting will be held Thursday January 7, 2021 at 6 pm.

10. Adjournment: Laura Holgate adjourned the meeting at 6:49pm.