

**Millridge Homeowners Association**  
Minutes – Board of Director’s Meeting

**Date: Thursday, November 5, 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)

**I. Call to order.** The meeting was called to order at 6:02 pm by Steve Meyer.

**II. Board members in attendance.**

- a. Laura Holgate
- b. Sue Seaver
- c. Jim Bauer
- d. Ann Parker
- e. Lynn Weber

Also in attendance: Steve Meyer, CMI.

**III. Modify/Adopt agenda.** Jim Bauer asked to add sidewalk repair to New Business.

**Motion:** Approve agenda with sidewalk repair added to New Business.

Motion by: Laura Holgate

Seconded by: Lynn Weber

**Vote:** Motion unanimously carried.

**IV. Modify/Adopt October 2020 Minutes.** Laura stated some changes are needed in the numbering/formatting of the October minutes and other changes are needed. She read proposed changes.

**Motion:** Accept the proposed changes as read.

Motion by: Laura Holgate

Seconded by Jim Bauer

**Vote:** Motion unanimously carried.

**V. Committee Reports.**

- a. **Treasurer’s Report.** Sue Seaver, Treasurer, reported. No pool use, sprinkler repair 8.8% under budget. Expenses exceeded budget for 12-month period. Summary of special assessment. Several units are still paying at \$50.00 per

month so it's not fully collected; Commercial Roof Coating \$500 discrepancy on last invoice over original bid amount; areas need reclassification by CMI.

- b. **Landscape Committee Report.** Chris Morris, chairperson, reported. *A written copy of the report is attached.*
- c. **ACC Report.** Betty Lukins, reporter. No requests from homeowners this month.
- d. **Maintenance Committee Report.** Jim Bauer, chairperson, reported. *A written copy of the report is attached.*
- e. **Neighborhood Watch Report.** Shirley Carlson reported. Neighbors have reported that a woman from Terra Linda Condos brings her dog over and allows it to defecate on our property and does not clean it up.
- f. **Ad hoc Budget Committee.** Tim Jackson was thanked for all of his work on the budget. Mr. Jackson, ad hoc budget committee, explained some of the key issues in preparing and reviewing the budget this year. Discussion carried on for a short time and will be addressed in detail in budget meeting.

VI. **Owner's Forum.** No comments from owners.

VII. **Unfinished Business.**

- a. **Note read for record:** the following items continue to be postponed and will be voted on when in-person meetings are resumed: 1) appointments of ad-hoc committee for proposing amending/restated CCRs and Bylaws to owners for Association vote; 2) resolution to adopt updated homeowners' manual. This postponement is to allow for greater owner participation than is likely in a virtual meeting.
- b. **Serial Assessment – report on status and schedule special association meeting.**  
**Motion:** Schedule a special association meeting in January for owners to vote on use of excess funds from the serial assessment.  
**Motion made by:** Sue Seaver  
**Seconded by:** Lynn Weber  
**Vote:** Motion unanimously carried. (date to be determined)
- c. **End unit fences – approve or deny bid from Fit Construction.**  
**Motion:** Approve bid from Fit Construction to clean and/or paint (as needed) exterior end-unit fences for a total amount not to exceed \$3000.  
**Motion made by:** Jim Bauer  
**Seconded by:** Laura Holgate  
**Vote:** Motion unanimously carried.

d. **Big tree maintenance – magnolia in front of 1600.**

**Motion:** approve the NW Tree Services bid for extensive pruning on the magnolia in front of 1600, for the bid amount of \$250.

**Motion made by:** Lynn Weber

**Seconded by:** Jim Bauer  
(discussion)

**Vote:** Motion unanimously carried.

**VIII. New Business.**

a. **Owner of 1642 – offer to donate tree trimming services.**

**Motion:** Accept the donation offered by Orson and Penny Haynie, which is to hire NW Tree Services, at their own expense, to trim tree branches overhanging the fence in the north alley.

Motion made by: Laura Holgate

Seconded by: Sue Seaver

**Vote:** Motion unanimously carried.

b. **1652 – request to lease unit.**

**Motion:** Approve request on condition that required information is received within 90 days.

**Motion made by:** Laura Holgate to approve

**Seconded by:** Jim Bauer

**Vote:** Motion unanimously carried.

c. **Insurance renewal.**

**Motion:** Accept the American Family Insurance Bid of \$31,152.

Motion by: Sue Seaver

Seconded by: Jim Bauer

**Vote:** Motion unanimously carried.

d. **Board Leadership Training.**

**Motion:** for the HOA to pay for any board member that chooses to attend the Board Leadership Training. November 7, 8am to 4pm.

Motion by: Sue Seaver

Seconded by: Jim Bauer

**Vote:** Motion unanimously carried.

e. **Reimburse Chris Morris - \$14.54 for planting soil.**

**Motion:** Reimburse Chris Morris the amount of \$14.54 for purchase of soil.

Motion by: Laura Holgate  
Seconded by: Sue Seaver  
**Vote:** Motion unanimously carried.

f. **Reimburse Laura Holgate - \$171.98 for printer ink and paper.**

**Motion:** Reimburse Laura Holgate the amount of \$171.98 for copier supplies.  
Motion by: Sue Seaver  
Seconded by: Lynn Weber  
**Vote:** Motion unanimously carried.

g. **Sidewalk Repairs – maintenance committee request to replace the previously approved contractor.**

**Motion (1):** Rescind the board’s previous approval of the bid from Sidewalk Repair Specialist on recommendation of maintenance committee.  
Motion made by: Laura Holgate  
Seconded by: Sue Seaver  
**Vote:** Motion unanimously carried.

**Motion (2):** Approve bid given by Safe Sidewalks back in May, if Safe Sidewalks will still honor that bid. [Jim Bauer to contact.]  
Motion made by: Jim Bauer  
Seconded by: Sue Seaver  
**Vote:** Motion unanimously carried.

**IX. Next Meeting Dates.**

- a. **Budget Meeting** – Wednesday, 11/11/2020 at 6pm in the Club House (subject to change).
- b. **Next monthly board of directors meeting:** Thursday, 12/3/20 at 6 pm.

**X. Adjournment:** The meeting was adjourned by Steve Meyer (CMI) at 7:43pm.