

Division 7 Sunland HOA Board Meeting

March 15, 2018

Meeting opened at 9:30 with quorum present. Steve Lavelly, Dawn Kerns, Mike Mowatt, Cal Murphy, Joel Ogden, Richard Streeter and Nancy Baer in attendance.

February 15, 2018 minutes were MSP as written.

Treasurer's Report: Financial reports were not available due to timing problems with the bookkeeper's office. A lien has been filed on 126A and the lien cleared on 155.

Second quarter fees bills will be sent this weekend.

Procedure for processing invoices:

1. Have all vendors mail or hand deliver invoices to you, committee chair.
2. Director approves invoices, signs them and puts the appropriate account number on the invoice.
3. Director delivers the approved invoice to the Treasurer.
4. Treasurer will take all invoices to the bookkeeper once a week.
5. Treasurer will sign checks and they will be mailed by the bookkeeper.
Alternate signer is the President or Secretary.

Please follow these steps for consistency. Treasurer will take invoices she has received to the bookkeeper every Wednesday. Any submitted invoices after Wednesday will have to wait a week. Inform vendors of this process. If a vendor needs a faster turnaround, discuss this with the Treasurer.

The year- end adjustment for 2016 which mistakenly led to \$195,202.57 being added to general reserves without actual funds supporting it, is being corrected.

Insurance: The new insurance offer was presented and reviewed with a MSP to accept. Nancy will complete and fax the materials to the CAU office.

Landscaping: Work is progressing with new plantings and removal of brush and trees. A possible charge account at the Dungeness Nursery for Landscaping use was discussed and enquiry will be made.

Maintenance: The painting contractor will wash Units 125 and 126 on Monday, March 19, in preparation of painting in April. A concrete company will be looking at units 133, 137, 151, and 156 for possible driveway and slab fault corrections. Floor leveling at unit 147 is in the process of being assessed by our contractor.

Steve Carr and Mike Mowatt will be looking at south side decks for necessary repairs. Steve will be applying moss killer to roofs and later cleaning when moss has died and is easier to remove.

Audit Committee: No meeting

Welcoming: Two new couples have moved in to 134A (owners), and 126C (renters). Please welcome them.

Emergency Preparedness: Meetings: March 29, Chief Orr—Science of Cascadia Uprising; April 5, Jim Buck--Puerto Rico comparisons; April 11, Jim Buck--Camping at home. The CERT Team is going to restart neighborhood mapping soon.

Nominating: Patty Vogler agreed to help on the Nominating committee.

Old Business:

The Division 7 website is up and running. Hilltop specific photos will be substituted later in the year. The entry signage for Hilltop Dr. will be repainted and landscaped for an attractive picture for the web site.

Bylaws corrections:

1. Discussion on bylaws expectation that two signatures were needed for any issued check. After consideration, it was MSP that the current system of two different signatories; one on the invoice/bill and another on the check, were sufficient and fulfilled the intent of the bylaw requirement.
2. Extended discussion on the “one owner, one vote” provision, the outlier situation with 108 B-C, and SLOA’s bylaw of one owner=one vote no matter how many units were owned by the same person/entity. The definition of one household=one vote could apply to 108 B-C while the unfairness of denying more votes to an owner concerned with multiplied effects of changes and charges by owning more than one unit were explored extensively. No changes were made but Steve Lavelly will

talk with SLOA to understand their reasoning and purpose for their rule and the consequences if Division 7 had a differing bylaw.

Next Board Meeting will be April 19 at 9:30

Meeting adjourned at 11:12.