

## **Sunland Condominium Owners' Association**

### **Division 7 Annual Meeting**

**Minutes September 18, 2019**

**Welcome:** President Steve Lavelly briefly summarized the past year's work including having a very active Board, many projects completed, increased computer capacity and data management, establishing a contractor list, changing landscapers, healthy finances and accomplishing major goals. The Board acted as good financial stewards and have helped to increase the overall value of properties in Div. 7.

**Quorum** was established

**Minutes** from the 2018 Annual Meeting were approved with one addition of Unit 116 added to the correct Neighborhood Watch list.

**Treasurer:** Dawn Kerns stated Division 7 is currently in very good financial health with three-fourths of owner dues in by two-thirds of the year with the last quarter bills to be sent soon. The checking account has \$113,000; the savings account is \$52,000; concrete tile roof reserve is \$49,049; composite roof reserve is \$158,000; and road reserve is \$65,000, approximately. Maintenance and Landscaping expenses are below budget and General Administration is at 75% of budget.

The 2018 Audit draft was just delivered with a few corrections to be made. Please refer to explanatory letter regarding excess funds and allocations.

Motion was made by Nancy Baer to accept the presented budget, seconded by Joel Ogden and passed.

**Landscaping:** Principle accomplishments were a) mapping cleaning and fixing the sprinkler systems and stopping almost all leaks, b) spreading bark at each unit in front and on sides. c) removing dangerous and diseased trees and replanting some deciduous trees.

Current landscaping company is doing a good job and was much appreciated for snow removal.

Owner comments included requests for tree replacement, possibly with evergreens, confirming owner vs. common area responsibility, tree safety and positive comments on good care.

**Insurance:** Briefly reviewed and owner questions on deductible level and application and earthquake coverage answered by Nancy Baer.

**Governing Documents:** Nancy Baer stated the Bylaws are ready for their final presentation to the Board for acceptance or change and will be posted on the website when approved. The Bylaws committee was thanked for their work.

**Maintenance:** Mike Mowatt discussed the effect the scarcity of contractors available to do needed repairs and maintenance as well as the retirement of our general contractor this year has had on completing on-going projects and the resulting unspent maintenance funds. Hopefully, Division 7 can get on a regular painting, roofing, cleaning schedule with select contractors, making this easier. Scott Wiley, our painting contractor, has suggested more prep work be done before they paint. A Lakeside Asphalt contractor thinks the present road has a future of four to five years. Carl Allen surveyed our roofs and thought the composite roofs had a 20-25 year life. Five decks have been cleaned and stained and four more are next. Gutters will be placed on an annual cleaning schedule starting in 2020.

Owner comment centered on future snow removal with an offer of a snow blower. Steve Lavelly stated the Board now has a list compiled of possible private hire snow movers.

**Audit and Finance:** Mike Mowatt stated this year was the on-site visit for the 2020 Reserve Study and their report was delivered last week. Even though there have been significant increases in our road and roofs reserves, their calculations still rate us as 40% funded mainly due to a \$680,000 valuation of physical facilities.

**Emergency Preparedness:** Joel Ogden is point person.

**Nominating:** Carol Stults spoke of the need for more participation on the Board and its committees. She commended Richard and Dawn for agreeing to be on the ballot for another term and appreciated Teresa Lotzgesell's willingness to fill Mike's term of one year.

**Newsletter:** Carol Stults described the good response the newsletter has had and the information it has been able to share. News or announcements from any owner is always welcome. Volunteers to help write and deliver the newsletter are wanted. The newsletter is also on the Division website and can be sent electronically.

**Data Management:** Carol Stults reported all 2018 work orders are entered. Some 2019 work orders are entered. An on-line data base was purchased and is being coordinated. Robert Baer is lead on this.

**Welcoming and Entertainment:** A very successful Fourth of July picnic was held with 65 attending. The 2019 Christmas Party will be December 15. Patty Lavelly is chairperson.

**New Business:** Ballots and proxies accepted the 2020 budget and the slate of candidates. Carol Stults moved, Joel Ogden seconded to affirm the slate and budget vote and it passed.

**Owner comments:** timing of the Annual Meeting; timing of the WAVE work(no time set), sprinkler use between 121A and B was discussed, and the Board's work and accomplishments were applauded.

## **Adjournment**

Presented by Nancy Baer

Board Secretary