

SUNLAND CONDOMINIUM OWNERS ASSOCIATION
DIVISION 7 BOARD OF DIRECTORS MEETING MINUTES

JANUARY 21, 2021

Meeting opened at 4:30 using Zoom virtual gathering by President Kerns

Present: Nancy Baer, Sherry Barnhart, Dawn Kerns, Joel Ogden and Bren Owens. Owners present were Judy and Ray Christiansen and Patty Devogler. Quorum certified.

Approval of November 19, 2020 minutes approved online.

President Kerns complimented the Board for its work.

Treasurer: Sherry Barnhart reported at the end of 2020, we had \$37,867 in the operating account and \$11,880 in the savings account. The audit will be starting soon. Please refer to attached Treasurer's report for more detail.

The contract with Bell and Bell PLLC (accountant) is up for renewal and was considered by the Board. They are asking for an increase in monthly fees from \$350 to \$500 since they have increased their services for Division 7 such as processing checks and sending email statements. Joel made the motion to accept, Nancy seconded, and vote was unanimous.

Landscape: Acting Director Dawn Kerns: The contract with Ambros Landscaping for 2021 was approved by email. He hopes to hire help to improve landscaping coverage this year due to increased monthly payment. A check back on performance in early summer was requested by Nancy.

The Sunland Water Company is still working on the irrigation piping at the end of Hilltop Drive and will install a meter to measure flow and hopefully address the continued wetness between 157 and 155. Richard Streeter volunteers to help with pruning and irrigation control repair.

Insurance: Nancy reported sending requested financial and board information to CAU for 2021 insurance renewal which should be offered for

review and acceptance in March. Nancy asked for permission to rework the list of Board members on the Division web site to include address, email address in addition to the current phone numbers to be posted on the Owners Only section. Board members agreed.

Documents: Nancy reviewed the effects and information of the December statement by a mortgage company that Division 7 consisted of 62 rather than 63 units as stated in the Declaration due to the combination of 108 B and C in 2009 by the Hightowers. After looking at our declaration, talking with the mortgage company staff and Clallam County Assessor's Office staff and having Collette Kostelec, attorney, review appropriate paperwork, it is evident we still have 63 units since a vote to amend the declaration and recording a revised plat/floor plan was not completed. Kostelec Law will be requested to prepare a statement to that effect for the on-going use of the Board Treasurer for refinances and resales to forestall future disputes with mortgage lenders. The Board also approved a \$2000 fund for legal services to update/harmonize our essential documents. Joel made this motion, ? seconded and passed unanimously. The Documents Committee will follow up.

Maintenance and Architecture: Joel reported plans to reroof 108 and 116 plus replace the gutter system; replace gutters on 117; repair dry rotted trim on 126 and 125; replace the front deck on 117C; replace decks on 117C and side porch on 137A; and install buried drainage pipes replacing the current above ground black pipes on the north side of condos. Dates are not set and will be scheduled as weather and labor availability determine.

Data and Records: Robert Baer reported working with Joel on timely monthly reporting of Request for Service status; working through 2018 work invoices; conferring with Carol and Donna Richards on organizing reports by individual unit files; and uploading the 156 Bldg. file.

Robert raised a question of the laptop bought and used by Board officers which may need to be surplussed. Its Microsoft 365 service contract has been

renewed for 2021 but the security contract with MacAfee may not be needed since it does not hook up with networks.

He will contact the Db Pros cloud provider and look into gaining the ability to ask for specific unit/building histories or compilations.

Newsletter: Carol Stults through Bren Owens encouraged owners to submit news articles, etc. for the newsletter which will be printed and shared the week of the Board meeting.

Preparedness: Joel encouraged increased buying of basic supplies and food to be ready for any weather or other disaster.

Nominations: Bren is still looking for candidates to fill two Board positions. It is an interesting volunteer option and at present you get to attend meetings virtually at home with snacks and your cozy clothing!

Welcoming Committee: Carol Stults and Jerry Winders will head the committee with David Lotzgesell added to be the welcoming person for new owners and residents. The Welcoming Committee's name will be changed to the Social Committee since its major functions have been the usual two parties a year. The committee hopes to expand into outdoor games and social distanced weekly get togethers as the weather improves. Please contact the committee with any ideas you have for improving the socialability and friendliness of Hilltop Drive. The name change was offered by Nancy, seconded by Sherry and passed unanimously.

New Business: Dawn repeated the HOA rule forbidding bird seed feeders due to being a rodent attraction. Also, they are a danger to the birds as salmonella in the wet seed is killing birds. Birdbaths are also a danger and should be emptied or removed. Hummingbird feeders are acceptable.

Unfinished Business: Dawn has the memorial bricks, both engraved and not and will request assistance in the Spring to build the gravel plot.

Adjournment: 5:50 p.m. Next meeting: February 18,2021

