

# SUNLAND CONDOMINIUM OWNERS ASSOCIATION

## ANNUAL MEETING MINUTES

SEPTEMBER 16, 2021

### Sunland Golf Clubhouse

Call to Order and Welcome by President Dawn Kerns

**President's Report:** A very good response to the use of proxy voting by both local and distant owners. A welcome agreement with the Sunland Golf Club to rent the Clubhouse Ballroom and have in-person, masked attendance.

**Confirmation of Quorum:** Forty-four proxies submitted, ten attendees, and six Board members assured quorum was met. Board members present: Nancy Baer, Sherry Barnhart, Dawn Kerns, Steve Lavelly, Joel Ogden, and Brenda Owens.

**Approval of Minutes of Annual Meeting of 2020** was done by motion by Margaret Cox, seconded by Katie Venator, and passed unanimously.

**Treasurer's Report:** Sherry stated the Balance Sheet shows \$89,080 in operations checking/savings. August receivables had a past due total of \$4,550 of which \$1,984 has been received. Late notices will be sent to the three owners in arrears. Unit 133C reverted to the bank and HUD due to a reverse mortgage on the owner's death. It has been a major task to deal with HUD, but they recently responded regarding the \$515 dues owed on the unit.

The Audit resulted in a clear record of accuracy. Clarification regarding the annual transfer of surplus funds was added and \$23,208 of surplus funds from 2020 was transferred to reserve accounts.

Reserve balances totals as of August 31 are \$346,705. The Tile Roof Reserve is still owed \$7,569 in special assessments due by May, 2023. The 2020 surplus transfer was divided as \$19,000 to Composite Roof Reserve and \$4,208 to Emergency/Maintenance Reserves. Financial records are on the Division 7 website.

**Maintenance Report:** Joel stated the leak and front entrance repair of 116D have been fixed. He presented three other job estimates that needed approval. Included were deck restoration at 121A (motion by Steve, seconded by Nancy, MSP); glass replacement at 148A (moved by Nancy, seconded by Sherry, MSP, Steve abstaining), glass replacement at 134A (moved by Nancy, second by Steve, MSP),

and the rebuild of the 134C deck due to safety hazards (motion by Nancy. Seconded by Steve, MSP). Total estimated costs for the above approved projects is approximately \$11,200

Margaret Cox asked about her work request and was assured it is planned for 2022. Katie Venator asked about the necessary window frame repair by the owner at 137D and was reminded the HOA was responsible for like for like glass replacement.

**Landscape Report:** Steve reported the sprinkler system has required many repairs this last year and will need more in the future. He hoped to upgrade the system in sections as money becomes available.

Two trees were removed this year: one damaging to a unit and one very compromised by woodpecker holes in the trunk. The good advice by the arborist hired survey our landscape, specifically the north slope, is being followed in managing the grounds. He did think the north slope has good tree coverage and root stability as well as effective undergrowth which helps prevent erosion. Trees and shrubs strategically pruned or removed actually help strong plant growth.

Future planning with North Sunland and SLOA will be pursued for the best north slope management. Three units on the north side need buttressing with RR ties or beams to stabilize eroded spaces behind the units and that may cost \$6,500 when done.

The Landscape Committee picked four areas to remove and replant shrubs along Hilltop Dr. As these are done, three other areas will be thinned and replanted. Owners are encouraged to volunteer to help since our ground is hard and compressed and backs hurt.

Mulch/bark is now \$28/yard and 140 yards were used last year. Therefore, mulching will not be done this year but owners can mulch using the pile at the composting area.

There are many moles and our former trapper has closed his business. Steve will follow up with the person used by the Golf Club to manage this problem.

The irrigation will probably be shut off in mid-October.

### **Committees:**

**Social:** Good response to the fourth of July party. Division 7 has been invited to the Division 17 Christmas Parade. The Division 7 Christmas Party will be held December 17 as a potluck.

**Newsletter:** Owners encouraged to get interesting news, tips, announcements, etc. to Carol for inclusion.

**Governing Documents:** Work is near completion on the Declaration, Bylaws revisions are in progress and then the Rules and Regulations can be brought into compliance. These will be presented to the Board before the end of the year and if accepted, brought to a special meeting of the owners for information, and for the Declaration, to be voted on for acceptance. All Governing Documents will then be filed with Clallam County to finalize their legality and be our ruling documents. Steve Welborn asked about method of presentation of documents for the best comparisons. Several helpful aids will be used including lists of changes and redline versions provided.

**Audit and Finance:** as reported on by Sherry

**Old Business:** None

**New Business:** Dawn stated that the Operating and Reserves Budgets were approved as well as the slate of Board candidates by a large margin.

The present Board was thanked for their service.

**Adjournment:** 5:30

**Executive Session** held immediately after Annual Meeting resulted in the following election of officers and committee chairpersons: President: Steve Lavelly; Vice President: Robert Baer; Secretary: Brenda Owens; Treasurer: Karen Orazi; Maintenance: Carol Stults; Landscape: Janene Piecuch; Insurance and Nomination : David Lotzgesell

Departing Board Members as of 9/16/2021: Nancy Baer, Sherry Barnhart(resignation), Dawn Kerns, (resignation), Joel Ogden

Incoming Board Members as of 9/16/2021: Robert Baer, Steve Lavelly, David Lotzgesell, Karen Orazi, Brenda Owens, Janene Piecuch, Carol Stults

Nancy Baer

Secretary, Division 7 HOA Board

