

**Sunland Condo Owners' Association Division 7**  
**Board of Directors Meeting**  
**February 16, 2023, 4:30 PM**  
**Gathering Place**

**Certification of Quorum:**

**Call to Order:**

- Rob Baer, President

**President's Comments:**

- A belated Happy Valentine's Day to all members of the Board.

**Secretary's Report: (Minutes will be taken by a clerk)**

- Approval of the January 19, 2023 minutes.

**Treasurer and Finance/Audit Committee report:**

- January 2023 Financials
- Income received in January – Dues, roof and special assessments
- Update on Sound Bank Savings transfer
- Transfer of Special Assessment payments in 2022 to Comp Roof Reserve
- Update on search for admin assistant

**Landscape Report:**

- Kelly and Scott are now communicating and working together on the issues moving forward.
- Moles Issue: Kelly met with Kate on 2/10/23 and we will see what happens.
- Tree trimming at 163 front and back & 156 B. I have asked Jason to look around and see if there are trees that are over hanging residents and we can start making plans to get them back off the structures. This will be tricky as there are some areas that are very aggressive, and the owners like them this way.
- Grounds in general: Jason has been working all of hilltop to stay on top of the leaves, a never-ending job.
- We are looking into the water leak issue at 117C & getting Sanford Irrigation to confirm the price and also try to schedule the work.
- We received the stickers for the yard waste bins.
- Irrigation water consumption by water meter.

## **Maintenance Report:**

- Update on recent repair projects.
- Update on gathering bids for scheduled projects.

## **Data and Records Committee:**

- Working with DB Pros to transfer data to HOA hard drive.

## **Communications Committee/Newsletter:**

- Securing HOA website

## **Welcoming & Social Committee:**

## **Governing Documents:**

- Update on delivery of Rules & Regulations to owners/tenants

## **Nominating Committee:**

- None

## **Insurance Committee:**

- Update on HOA insurance policy renewal.

## **New Business:**

- Discussion of Secretary/Treasurer position based on Article X Section A & B.

## **Old Business:**

## **Next Board Meeting:**

March 16, 2023

4:30 - 6:00

## **Adjournment:**