

**Sunland Condo Owners' Association Division 7**  
**Board of Directors Meeting**

**Minutes**

**March 20, 2025 - 3:30 PM, Gathering Place**

**Certification of Quorum:** In person attendance - Rob Baer, Katie Venator, Carol Stults, Joe Holliday, Sharlene Busch, and by phone Julie Turnross. Owners attending: Joe Henline

**Call to Order:** President Rob Baer called the meeting to order and thanked the Finance Committee for all of their beginning-of-year work writing checks.

**Secretary Report:** Approval of February meeting minutes, all voted to approve.

**Treasurer – Account Balance Report (see attached)**

**Expenditures and Transfers to Reserve since 1/16/2025 (see attached)**

**Treasurer and Finance/Audit Committee Report:** Carol Stults presented current bank balances and expenses. As agreed at last month's meeting, reserve funds were transferred. Our Sound Bank accounts **are** over the maximum limit but we are spending it down **as projects begin this spring**. Carol doesn't recommend renewing the **composition roof reserve CD, due to the funds possibly being needed in 2025..**

**Report on CDs.** Since there are no plans for roadwork in the near future, Carol motioned that we renew the Road Reserve **CD #5132 at Kitsap Bank for 11 months and at a rate of 4%..** Sharlene seconded the motion, **Motion passed with all aye votes.** Per the above-mentioned Sound Bank CD, Carol made a motion that we not renew it, and put the funds in **the Comp Roof Money Market account until bids on reroofing are completed.** Katie seconded the motion. **Motion passed with all aye votes.**

**TAX and Audit – 2024:** As agreed at February meeting, an additional amount was pre-paid for **2024** tax purposes, **due to a recalculation of our interest for 2024.**

**2<sup>nd</sup> Quarter Invoices:** There is a slight delay in printing and sending out 2<sup>nd</sup>-quarter invoices.

**Landscape Report:** Katie reported that residents are pleased with the work being done by Squeaky Clean. It is almost time to begin mowing the grass. Irrigation on the South (golf course) side is currently set for 1:00 AM. Katie wants to change it to 6:00 or 6:30 AM so she can monitor it. We received a Request for Service on March 19 from owner Joe Henline for work needed at 142a.

**Maintenance Report:** Julie reported that work on drainage issues at 117a and 117c will begin in April. We are currently accepting bids for painting and roofing. No work is being done yet on 156. We have one bid so far for **reroofing** and gutter work on 126, for \$103,747 from Jim Byers. We have the funds for this work but, due to the amount, it **may** will likely delay other roof replacements.

**Data and Records Committee:** No report

**Communications Committee/Newsletter:** Carol reported that the next newsletter will go out on April 14, including a reminder to owners about insurance renewal.

**SLOA Report:** No report

**Welcoming & Social Committee:** There will be a July 4<sup>th</sup> barbecue. There is a new renter at 156d and new owners not here yet at 126C. There is also a new renter at 108D **but no contact information has been received from the Owner.**

**Governing Document:** Carol reported that updates on monetary authority were sent to the Committee – **for their review and inclusion in the Bylaw updates.**

**Nominating Committee:** No report.

**Insurance Committee:** Rob reported that today is the first day of our new policy year (March 20, 2025 – March 20, 2026). Per an email vote earlier this week, we will continue with earthquake insurance. There has been a 10-11% increase in earthquake insurance premium. It takes a bigger bite out of our budget each year. We may need to consider what items to reduce in the future. Carol and Rob will draft a guidance document for owners to help them make decisions on their own insurance. Of particular importance for owners is Loss of Use coverage.

**New Business:** Association Reserves will be here on March 21<sup>st</sup> for their onsite visit to assess status. The other two years of their contract work are performed remotely.

**Old Business:** Carol will ask SLOA for an update on their plans regarding the replacement of the rusty dumpster. Their president agreed to resolve the eyesore issue. Owner Joe Henline asked about the status of street lights that are no longer illuminated at the intersection of Fairway Drive and Hilltop Drive. It is very dark and presents a safety concern. Is it a SLOA or SunLand Golf Club responsibility? Rob will check.

**Next Meeting:** April 17, 2025

**Adjournment:** Meeting adjournment at 4:30 p.m.

**Attachments:**

Treasurer Reports

## Treasurer - Account Balance Report –

ACCOUNT Balances as of		3/20/2025	
Sound Bank		Balances	Totals
Checking account 0085	\$	135,851	
deposits pending after 3/18/2025 - pymt for 126C 1st qtr from title company received 3/17/2025	\$	1,422	
Less uncleared checks	\$	(97)	
Pending checks to be written 2/13/2025	\$	-	
<b>Total Checking account</b>			<b>\$ 137,176</b>
Emergency Reserve - MMT 3402	\$	8,167	
Emergency Reserve CD - 5413	\$	25,147	<b>\$ 33,313</b>
<b>Total Comp Roof Reserve</b>			
Comp Roof Reserve - CD 6458 matures 3/25/25 will not renew for now until bids for reroofing in 2025 are confirmed	\$	54,253	
Comp Roof Reserve - CD 7985	\$	40,235	
Comp Roof Reserve - MMKT 7721	\$	19,132	
<b>Total Comp Roof Reserve</b>			<b>\$ 113,620</b>
<b>Total Acct Balances - Sound Bank</b>			<b>\$ 284,109</b>
Kitsap Bank		Balances	Totals
Tile Roof CD 5129 - exp 1/25/29	\$	78,390	
Tile Roof CD 5131 - exp 11/25/2025	\$	12,715	
Tile Roof MMKT 5119	\$	11,060	
<b>Total Tile Roof Reserve</b>			<b>\$ 102,164</b>
Road CD 5128 exp 10/25/2025	\$	46,885	
Road CD 5132 exp 3/25/2025 - renew?	\$	10,489	
Road MMKT 5118	\$	8,668	
<b>Total Road Reserve</b>			<b>\$ 66,042</b>
<b>Total Acct Balances - Kitsap Bank</b>			<b>\$ 168,207</b>
<b>Total - ALL Reserve Accounts</b>			<b>\$ 315,139</b>
<b>Total - All Oper and Reserve Accounts</b>			<b>\$ 452,316</b>

## EXPENDITURES And Transfers to Reserve since 2/19/2025

Check payment tracking		2/12/2025 through 3/20/2025	
Date	Payee	Amount	Category
2/13/2025	Association Reserves	\$ 1,300.00	7120 professional services
			7100 - Ofc Supplies
			7110 Postage
2/13/2025	Carol Stults	\$ 460.57	7120 Professional services
2/14/2025	Dynamic Graphics	\$ 96.85	7160 Website
2/14/2025	Savage Glass	\$ 2,937.63	5240 Glass Rplmt
2/14/2025	Bell & Bell	\$ 70.00	7020 Bkping -1099's
2/14/2025	Bell & Bell	\$ 600.00	7020 Bkping - monthly
2/16/2025	Katie Bartlett - moles	\$ 50.00	5380 - Pests
2/24/2025	Squeaky Clean - landscape co	\$ 4,500.00	5320 Grounds Contract
2/24/2025	Sunland Condo Owners ASSN	\$ 9,742.50	tsfr to comp roof reserve
2/24/2025	Sunland Condo Owners ASSN	\$ 875.00	tsfr to tile roof reserve
3/2/2025	Brandco Services	\$ 501.34	5130 Patio; 5140 Drains
3/2/2025	We Love Trees	\$ 6,510.57	5350 Tree Care
3/11/2025	In The Clear (powerwashing 108B/C	\$ 900.00	5130 Patio
3/11/2025	Dynamic Graphics	\$ 96.85	7160 Website
	<b>Total expenses &amp; Tsfrs</b>	<b>\$ 28,641.31</b>	
	2/12/2025 through 3/20/2025		