

**Sunland Condo Owners' Association Division 7 Board of Directors Meeting  
April 17, 2025 - 3:30 PM, Gathering Place**

**Certification of Quorum:** In person attendance - Rob Baer, Katie Venator, Carol Stults, and Sharlene Busch. By phone - Jill Olkoski. Owners attending - Mike Mowatt (Finance Committee), Karen and Steve Tucker, and Nancy Baer.

**Call to Order:** President Rob Baer called the meeting to order and indicated that two members have resigned. Rob has taken over maintenance duties and could use some assistance. Katie needs assistance in landscaping. Residents do not have to be officially on the Board to help. It's a matter of "rolling up sleeves," making phone calls and assisting in ways to help.

**Secretary's Report:** Carol made a motion to approve the March 20 Board meeting minutes. Rob seconded the motion, and the motion was approved.

**Treasurer and Finance/Audit Committee: Account Balance Report**

ACCOUNT Balances as of	4/14/2025	
<b>Sound Bank</b>	<b>Balances</b>	<b>Totals</b>
Checking account 0085	\$ 119,564	
Less uncleared checks	\$ -	
Pending checks to be written 2/13/2025	\$ -	
<b>Total Checking account</b>		<b>\$ 119,564</b>
Emergency Reserve - MMT 3402	\$ 8,167	
Emergency Reserve CD - 5413	\$ 25,213	<b>\$ 33,380</b>
<b>Total Comp Roof Reserve</b>		
Comp Roof Reserve - CD 6458 matures 3/25/25 not renewed - balance dep into 7721 MMKT	\$ -	
Comp Roof Reserve - CD 7985	\$ 40,341	
Comp Roof Reserve - MMKT 7721	\$ 73,590	
<b>Total Comp Roof Reserve</b>		<b>\$ 113,931</b>
<b>Total Acct Balances - Sound Bank</b>		<b>\$ 266,875</b>
<b>Kitsap Bank</b>	<b>Balances</b>	<b>Totals</b>
Tile Roof CD 5129 - exp 1/25/29	\$ 78,390	
Tile Roof CD 5131 - exp 11/25/2025	\$ 12,715	
Tile Roof MMKT 5119	\$ 11,063	
<b>Total Tile Roof Reserve</b>		<b>\$ 102,168</b>
Road CD 5128 exo 10/25/2025	\$ 47,352	
Road CD 5132 exp 3/25/2025 - renew?	\$ 10,682	
Road MMKT 5118	\$ 8,670	
<b>Total Road Reserve</b>		<b>\$ 66,704</b>
<b>Total Acct Balances - Kitsap Bank</b>		<b>\$ 168,871</b>
<b>Total - ALL Reserve Accounts</b>		<b>\$ 316,182</b>
<b>Total - All Oper and Reserve Accounts</b>		<b>\$ 435,746</b>

We are over the \$250,000 FDIC limit at Sound Bank, but the balance is expected to go down soon.

**EXPENDITURES 3/20/2025**

Check payment tracking		2/12/2025 through 3/20/2025	
Date	Payee	Amount	Category
3/25/2025	Bell and Bell	\$ 600.00	7020 Bkpping
3/31/2025	Squeaky Clean	\$ 4,500.00	5320 Grounds contract
4/1/2025	CAU - main policy prepayment	\$ 20,337.00	7050 Insurance
4/4/2025	CAU - Travelers Policy annual	\$ 188.00	7050 Insurance
4/4/2025	CAU - Volunteer Accident Ins	\$ 300.00	7050 Insurance
	<b>Total expenses &amp; Tsfrs</b>	<b>\$ 25,925.00</b>	
	2/12/2025 through 3/20/2025		

There were not that many expenditures this month. A discussion of Bell & Bell’s many duties followed and Carol indicated they are a great bargain for all they do. They write checks and are prompt in sending them out, track reserve accounts, work with auditors, make all deposits, pick up our mail and produce all the financial reports for Division 7.

The 2024 Audit has started, and the Division’s tax return will be filed in August.

**Landscape Report:** Katie indicated there is work in progress on beautifying the garden area by the Division 7 sign. New shrubs and other plantings will upgrade the look when driving onto Hilltop. Carol has volunteered to handle the watering of the new area. Each zone of the irrigation system will be turned on next week. Unit 142A has a potential project but we are waiting for the owner, Joe Henline, to provide a plan in writing. There are no decisions yet.

**Maintenance Report:** Contractor has been working to fix deck-related water damage on Unit 117C. Julie Turnross received two similar bids on replacement roofs for buildings 126 and 156. Replacement of gutters for 126 is an operating expense. The roofing bids are significantly higher than two years ago. The Board discussed the amount in roof reserves and the possibility of delaying one or both roof replacements for one more year. The Board agreed to delay the decision on timing of the two roofs until at least one or two more bids are received.

**Communications Committee/Newsletter:** Carol asked to be informed about any group activities, training or events that would be of interest to owners so she can include those in the newsletter.

**SLOA Report:** There will be no dumpster in their space. The Association now is aware that the green space (cleared by Division 7 contractors) is their responsibility.

**Welcoming & Social Committee:** A memorial get-together for recently-deceased neighbor Dawn Kerns and her dog Daisy will be held April 25th at the Gathering Place.

**Governing Documents:** Reviewed the Bylaws, noting changes are in red and will be sent to Board members for final review, once the insurance wording is added.

**Nominating Committee:** None.

**Insurance Committee:** Division 7 needs to prepare for February 2026 insurance needs ahead of time. A detailed discussion of the earthquake insurance was included in the most recent newsletter.

**New Business:** The Board approved the recent resignations of two Board members, Joe Holiday, who is moving to the southern end of the state, and Julie Turnross, who is resigning for health reasons.

Reserve Study - the onsite visit to assess status of the reserve was completed. The other two years of contract with Associates Reserve are to be remotely completed with us sending them information requested. Division 7's score increased to 41.7% of recommended levels of funding, which is a significant improvement over the previous level, due in large part to owners passing the increase in roof reserves. Both the Reserve Study and the summary are on the website.

**Old Business:** None

**Next Meeting:** May 9, 2025, 10:00 a.m. at the Gathering Place.

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

**Other Board Actions:** By email on April 11, 2025, Julie Turnross made a motion requesting Board approval for a bid from TLC Painting for \$10,890, to paint front and garage doors of 138 and 140. Carol seconded the motion and the Board unanimously approved the motion.

Julie Turnross, Director of Maintenance as of 4/14/2025, made a motion for approval of an Owner project at 108A — installation of a gate. It was seconded and the motion passed. As Owner of 108A, Carol Stults abstained from voting.

By email on April 28, Carol Stults made a motion to approve an additional \$3,538.13 to RC Home Repair Solutions (Rob Carey) to cover the full cost of the deck-related repairs at 117C. Although the original amount approved was \$7,514.10, the repairs of the rotted areas and drain system were more extensive than originally estimated. Rob Baer reviewed the total invoice cost of \$11,052.23 for labor and materials and approved it being submitted. Jill seconded the motion to approve the additional amount, and the motion passed unanimously.