

SUNSET MEADOWS BOARD MEETING MINUTES (**unapproved**) held Thursday August 20, 2020

Present: Sandi Patton, Mel Huey, Lisa Armstrong, Jane Hackett, Marilyn O'Malley, Sandra Walpole and Dave Hubbard (via Skype)

Call to order at 6:08 PM

Sandi moved to adopt the minutes from 07-16-20 meeting as submitted, seconded by Sandra; motion carried.

Treasurer's Report

Delinquency decreased by \$1754 in July, the lowest since February 2019. Twenty-six members are past due. Two payments were responsible for this reduction; a sizeable fine (\$1,000) was collected plus a member in arrears for \$835 paid up. Mel reported that our reserve account balance has almost returned to pre-covid levels with the recent stock market recovery.

Annual Operating Budget (Aug 1, 2020 to July 31, 2021)

- Mel presented the proposed operations budget for the upcoming year projecting income of \$214,914 and expenses of \$230,600 and an operating loss of \$15,679
 - Most budget items were in line with last year's actual dollars spent plus a small increase for inflation were applicable
 - "Special Projects" line item increased by \$5000 year over year to \$68,240. Mel noted that expenses for siding repair work and parking area sealing, done this summer, will be paid out in the new budget year consuming approx. \$62,500 of the Special Projects budget.

Sandra moved to accept the treasurer's report and approve the 20/21 operating budget as submitted, seconded by Marilyn; motion carried.

Compliance

- Complaint about excessive party noise – a warning notice was issued
- Complaint about an unkept patio area; black garbage bags and misc items stored outside – situation was addressed directly home owner who took corrective action.
 - Patio areas must be kept in a neat and orderly condition out of respect for your neighbors and our community
- Complaints from multiple members about dog barking at one property – a warning notice was issued.
- Homeowner failing to pick up dog poop – issued \$60 fine due to repeat offence.
 - A doggie bag station has been set up on the property for your convenience and intended as a back-up supply. As a responsible pet owner, you should always try carry your own dog poop bags and pick up after your pet.
- Complaint about loud music – a warning notice was issued.
- Jane Hackett, 541.953.7046, and Marilyn O'Malley, 707.703.7428, will be HOA co-compliance reps until Sept 17th

Maintenance Report – Mel Huey

- Firewall repairs are almost complete with 5 units left to do
- **IRRIGATION** – currently on a three day a week schedule Some zone repairs are ongoing. If residents see a sprinkler head in need of repair/redirection please notify Mel at 541-255-2741
- **SIDING REPAIR**- Repair work was completed August 15. A small section of dry rot was uncovered costing an additional \$1300 to repair. Painters will be on site in the next couple of weeks to do touch up painting.
- **ROOF TIE-OFF ANCHORS** – Defective attachment points were repaired by Evergreen Roofing
- **DRIVEWAY SEALING AND MARKING** – Western Asphalt has been contracted to seal and stencil the driveways and parking areas. Painting will be done in yellow paint. We are still waiting for the work to be scheduled and will provide adequate notice to all residents so they can arrange offsite parking. More info to follow.

Landscape Report – Jane Hackett

- Jane reported that pruning and shrub maintenance is nearly complete for this year
 - Jane noted the service has been sporadic and disjointed this year and plans to take that up with Rexius and require improvement for next year

Old Business

- Annual HOA meeting date has been set for October 24th at 2:00 pm. Due to the Covid-19 meeting restrictions currently in place Mel will check on the legal requirements for voting by mail and email and will try to find how other H.O.A.s are having their annual meetings.
- We need volunteers to step forward to fill a soon to be vacant board position. Please email Sandi at sandimpatton@gmail.com for more information.

New Business

- *Jane moved the request to install a heat pump in unit 1524 be approved; seconded by Marilyn; motion carried.*
- *Jane moved the request to install a heat pump in unit 1542 be approved; seconded by Jane; motion carried.*
- *Installation of heat pump for unit 1572 was approved by email vote July 28th, 2020*
 - Mel reported that several electrical junction boxes, installed at or below ground level, are full of water and have failed, causing the outdoor lighting to go out in the Northeast part of the complex. Reynolds Electric has been on site assessing the damage and estimating a cost of \$4,000 to \$6,000 for repairs.

Meeting adjourned at 7:30 pm

Next Meeting – Sept 17th, 2020, 6:00 pm to be held at unit 1452