

**Sunchase Condominium Association**

**Board of Directors Meeting**

**August 16, 2017**

**BOARD MEMBERS PRESENT**

Abe Singh  
Tim Carr  
Jake Commer  
Mandy Youngblood  
Laura Plowman

**OTHERS PRESENT**

Cheryl Kelley, EPM  
Scott Plowman C-1  
Ben Armentrout I-8  
Janet Mays I-7  
Carl Turk A-4

**Call to Order:** Abe Singh called the meeting to order at 5:32 p.m.

**Approval of Minutes:** Mandy made a motion to approve the minutes of the July 19<sup>st</sup> meeting, Jake seconded, and the motion passed unanimously.

**July Financials:** Cheryl Kelley presented the July 2017 financial report. Cheryl reported that the finances are in good shape. Breakdown of General Ledger/expenses paid were reviewed. Special Assessment report on both the 1<sup>st</sup> and 2<sup>nd</sup> installment presented to board.

Late fees assessed regarding outstanding accounts, all owners with balances are mailed statement or notice of lien or sent to attorney for lien process, as deemed necessary by account balance.

Mandy made a motion to approve the July financials, Laura seconded. All in favor.

**OLD BUSINESS:**

**Special Assessment Disbursements/Maintenance Projects/Contingency Funds:**

**Fountain:** 2<sup>nd</sup> final payment made to Lake Doctors, as approved at July meeting, expense the remainder of the fountain expense, not covered in the Special Assessment, to Contingency Fund.

**Reserve reimbursement** discussed, Painting & Siding accounts need to be reimbursed from Special Assessment account, Jake and Cheryl to meet to view account expenses and 2018 Budget planning.

**Pool furniture:** ½ payment has been made to Patio Freedom as arranged by board member, Tim Carr. Balance to be paid upon completion of re-strapping of 11 chaises & 11 chairs, 3 new umbrellas, + pickup and delivery charges, for a total of \$3236.53

**Boardwalk Deck replacement:** As part of Special Assessment project, boardwalk deck replacement is planned for Fall 2017, board thought best to wait until after hurricane season and fall weather, need to form committee to plan and update estimates for materials and labor, plan for discussion Sept. meeting.

**Rules Committee:** New Rules are in place, disbursed to owners and residents by email and regular mail (in no email provided to EPM) Rules Notice posted on bulletin board onsite, copies of rules are on site for residents to pick up and read. Inspections on balconies are taking place and letters to residents have been sent and will continue to be sent. Goal is for all residents to comply and be informed of the new updated rules and regulations. Grievance committee and fining process is outlined within the new rules.

**Grievance committee members are:**

Janet Mays I-7, Carl Turk A-4 & Caroline Stinson #H-4

**Fire Lane/Parking: Buildings D K & L:**

New Fire lane/parking signs have been placed on site. Gulf Breeze Police will ticket parking violators. Board has had many delays with Bay Side Towing not arriving to tow violators, therefore calling the GB Police, is next best step to notify those who continue to park in the fire lanes.

**NEW BUSINESS:**

**Maintenance:**

**Pool Chlorinator:**

EPM Pool Tech, Joe Spears informed Cheryl and Abe of the pool chlorinator issue, much discussion has taken place and estimate sent to board from Aqua Tech. Joe and Abe will meet at pool pump room for meeting and explanation of current system, why the other chlorinator installation is incorrect, how to correct and other chemical balancing issues, caused by All day sun, pool users, older system. Update to system is needed.

Jake explained the system process and how the SC pool chlorine/stabilizer currently works & why the stabilizer continually gets too high.

Abe sent email to board, recommended the chlorinator updates.

“we need to accept the offer of \$1,000 presented to the board several days ago and have this done to avoid future pool water problems. I did tell Joe to go ahead and start ordering the new chlorinator etc.”

**B-2 Renovation/flooring request:** Abe let Mr. Blackman know his request to for-go the sound-deadening flooring was denied by the board, Mr. Blackman will comply with the new rules for the sound proofing and renovations in his unit.

**Dryer Vents:**

Janet Mays stated she has a new dryer and still cloths do not dry quickly, requested her dryer vents be cleaned out, as well as her neighbors, as the lines meet in attic. EPM will send maintenance to clear vents. Residents: call/ notify EPM if dryer vents need service, this service is provided by HOA.

**Curbs:** Painting of Curbs by I & F Building requested, some were painted by Marathon during building painting, some curbs need cement repairs. Abe stated he would look at areas needing painting.

**Adjournment:** at 6:42pm