

SUNCHASE CONDOMINIUM ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

August 19, 2015

MINUTES

BOARD MEMBERS PRESENT

Abe Singh
Duane Fair
Mandy Youngblood
Jake Commer
Tim Carr

OTHERS PRESENT

Cheryl Kelley, Etheridge Property Mgmt.
Carl Turk

Call to Order:

The meeting was called to order at 5:00pm.

Approval of Minutes: Tim made a motion to approve the minutes of the meeting on July 15. Mandy seconded, and the motion passed unanimously.

July Financials: Cheryl Kelley presented the July 2015 financial report. The financial reports reflected monthly income of \$23456. & total expenses of \$12046. Reserve transfer was made. Reserve balances were discussed. The net operating income for the month of May is \$11410

Aged receivables, all owners with a balance due by the 15th of the month are sent a statement. Many owners have a credit balance, Cheryl noted that the Receivables are in excellent shape with a current credit of \$-18608. There are two accounts with a 31-60 day balance; acct have be sent a Notice of Intent to Lien.

OLD BUSINESS:

- A. Update, wood-rot Buildings:** Nik Curtis Painting LLC has submitted a proposal for Wood Rot repairs. Board reviewed the bid. Cheryl to check references, she has inquired and checked License and Insurance. Based on references, Duane made a motion to accept proposal, Cheryl to choose 2 building for wood rot repair, Jake seconded, all in favor. Cheryl will notify Jake/board to look at repairs as they are ongoing.
- B. Exterior Building Painting:**
The performance bond was discussed, as Cheryl has spoken with a few of the paint contact bidders to let them know a performance bond may be required. All painters she has spoken with stated the bid cost will change and cost of bond will be added to proposals. Cheryl to request new bids, and get the bonding process started. Stephen Lowery of Coastal Law stated its is unusual to require a performance bond for building painting, but it does add protection for the association in case of contractor default.
- C. Garage Compliance/Update Garage Storage Guidelines:** The board discussed that are many owners/renters that are out of compliance regarding the storage of excessive items in garages. Abe stated that garages are not fully secured by design and this space is primarily garage/carport space, shared by residents with common access and walkways. Garages should be neatly arranged, in order for the common area to be fairly shared by neighbors. Mandy has looked over the Sunchase Rules and Bylaws, and submitted rules for discussion

and changes were approved by the board. The goal is to inform & set guidelines for owners and renters. Board discussed the rules sent and made some suggested changes. Mandy has updated the rules; board was given a copy at the meeting and by email of the updated garage rules. Cheryl to add, "As we are preparing for painting the exterior, board request immediate compliance to the garage rules. Owners are responsible to inform renters of this update. To be emailed to all addresses on file and mailed to physical owner/renter addresses. Jake made a motion to approve the garage rules, Tim seconded, all in favor.

- D. Gulf Breeze Plumbing letter-** There is concern in regards to the hot water heaters (HWH) leaking due to age of unit, especially the upstairs units that may need replacement and possibility of failure causing extensive water damage in units on the lower levels. Butch stated at the last meeting, the Board would like put Owners on notice, to be vigilant in the maintenance and replacement of aging hot water heaters, in particular units that are not occupied full time/vacation homes. Owners should always use the Hot water heater shuts offs, when away for an extended length of time. GB Plumbing will come out inspect HWH & provide a price to replace. They will also inspect HWH at no cost
Letter from GB plumbing is being updated with the help of Butch, letter to be included with the Garage Rule update mail-out.
- E. Dock Repairs:** Dock repairs/lower left end of dock deck boards replaced/stringers secured work has been completed. More extensive work to be budgeted in the 2016 budget. Board is aware the dock will need ongoing and possibly more extensive repairs next year.

NEW BUSINESS:

- A. M-6 Garage/Tire, ins Claim.** M-6 Ms. Snowden called Cheryl at EPM office last week and stated that she has a nail in car tire. Presumably from Landscaper blowing nail in garage area. Cheryl returned call to Ms. Snowden, inquired with Landscaper, Insurance Company and BMW dealer, service dept. stated that if the tire needs a nail patch they would do this service at no charge. Landcaper has been reminded several times to stay away from blowing any lawn debris near the entry walkway into Ms. Snowdens garage area.

Other Business: Board discussed residents feeding pigeons and other birds/wildlife around the pond, it was noted that this has caused an excessive amount of pigeons to the pond area. Board discussed ways to discourage residents from feeding around the pond area.

Adjournment:

As there was no further business, the meeting was adjourned at 6:35p.m.

Respectfully Submitted,

Cheryl E. Kelley