

Sunchase Condominium Association

Board of Directors Meeting

September 20, 2017

BOARD MEMBERS PRESENT

Abe Singh
Tim Carr
Jake Commer
Mandy Youngblood
Laura Plowman

OTHERS PRESENT

Cheryl Kelley, EPM
Scott Plowman
Duane & Barbara Faire
Jack Harlow
Caroline Stinson

Call to Order: Abe Singh called the meeting to order at 5:30 p.m.

Acceptance of Resignation of Susan Davis from the Board of Directors, Mandy motion to accept, Jake seconded, all in favor. The Board would like to express their "Thank You" to Susan for her service to Sunchase.

Approval of Minutes: Mandy made a motion to approve the minutes of the August 16th meeting, Tim seconded, and the motion passed unanimously.

August Financials: Cheryl Kelley presented the August 2017 financial report. Cheryl reported that the finances are in good shape. Breakdown of General Ledger/expenses paid were reviewed. Special Assessment report was also presented, outlining the assessments paid and special projects completed and those still to accomplish. Account Receivable: All owners with balance are mailed statement, notice of lien or forward account to attorney for lien process, as deemed necessary by account balance, and decided by board of directors. Jake made a motion to approve the August financials, Mandy seconded. All in favor.

OLD BUSINESS:

Special Assessment Disbursements/Maintenance Projects:

Drainage line between A & B: Wayne Sellers will do the project, he has contacted board, waiting on the underground utilities to be marked before the project may begin.

Boardwalk deck replacement: Updated estimates for boardwalk have been requested.

Reserve reimbursement discussed, Painting reserve account to be reimbursed from Special Assessment account, total of this transfer was decided in the Special Assessment meeting. Review of those documents will take place, reported to board in October & funds will be moved into the Reserve account from the Special Assessment fund, as approved by board.

Rules & Regulations: Board discussed the rules and enforcement, letters have been sent to owners and tenants, violations recently sent for balcony blinds and 1 drape on balcony, 2nd notice of fine sent, if not removed the owners account will be fined as per the SC documents.

Fire Lane/Parking: Buildings D K & L:

Board noted that the parking in this area has been better. Residents and guests are parking in proper areas.

NEW BUSINESS:

Pool Chlorinator: Jake explained the system process and how the SC pool chlorine/stabilizer currently works & why the stabilizer continually gets too high. Abe also addressed the board on this subject. Aqua Pools will replace the chlorinator as approved by board at August meeting, order has been placed. Abe stated that the pool is looking better.

2018 Budget Planning Budget planning has begun, Jake and Cheryl will meet to work on the 2018 Budget of revenues and expense projections. 2018 Budget to be presented to owners at the annual meeting in November.

Reserve Planning: Butch is working on updating reserve items and long-range planning for items such as; Roofs and Paving. Reserves were increased in the 2017 budget, board continues to work hard on the proper funding of the Reserves to ensure SC is ready when big ticket items are necessary. Discussion of a Reserve Study, costs for studies.

Sunchase Annual Meeting: Cheryl presented the 1st notice (60 day) of Annual Meeting to the board for review. Planning on late November. Date to be determined and notices mailed to all owners.

Fall Newsletter: Cheryl presented Fall Newsletter, to be emailed and mailed to residents, along with Annual meeting notice, see attached.

Board Member vacancy: Laura made a motion to place Jack Harlow for nomination to Board of Directors, Jake Second the motion, all in favor. Welcome to the Board of Directors, Jack.

****NOTED: After Regular Business was finished,** Abe requested Cheryl Kelley, with EPM, leave the meeting, asked the Board and owners to stay. Cheryl advised board to take minutes, Abe stated he would take the minutes. As of today, 10/18/17, EPM has not been provided the minutes, to complete the minutes for 9/20/17.

Adjournment: at _____.