

Sunset Cove Homeowners Association
Monthly Board of Directors Meeting
November 13, 2021
Zoom meeting
Minutes

Attending: Doug Berard, Daniel Allawatt, Dawn Bachmann, Lori Campbell, Steve Krippner and Annie Hayes

Absent: none

Members Present: None

1. Call to order:

The meeting was called to order by Doug Berard at 9:00 am

2. Meeting Minutes:

The minutes of the October 16, 2021 meeting had been circulated via email and were approved as written.

3. Finance Report:

Dawn Bachmann presented the finance report in preparation for the 2022 budget. We are quite close to the projected budget with the exception of some unexpected expenses, which were approved in advance by the Board. Dawn moved \$1,814 out of the reserve account to cover those. The Reserve Account was modified recently to move excess money out of the checking account and allow for better record keeping. The funds came from the CD, which had matured, and the savings and checking accounts. Plans for the Reserve include the completion of the Washington Blvd. refresh as well as upcoming projects in the five-year plan. The beginning balance for 2021 was \$46,039 in checking and \$9,713 in reserves. The balance as of October 26, 2021 was \$5,260 in checking and \$44,576 in reserves.

Dawn presented the proposed budget for 2022 with Income and Expenses balanced. There was a significant increase in Landscaping maintenance due to increases from Simply Yards as well as additional Landscape responsibilities (buffer zone management, etc.) and the movement of some items from Repairs/Maintenance. Otherwise it was quite similar to the 2021 budget.

4. Committee Reports:

4a. Architectural Review Committee:

Annie Hayes presented the ARC report. The home at WPE 28 is completed and the sale is pending. There are a couple of owners who have submitted plans to the ARC committee but have not started building yet. A homeowner brought to Annie's

attention CC&R 5.2.1 which discusses revocation of approval if construction has not begun within one year. There is, however, a provision for an extension without additional payment. The Board voted to approve an extension for WPE 27 and SCE 6 provided there are no significant changes to their plans.

4b. Landscape Committee:

Steve Krippner presented the Landscape report. He has prepared a map and detailed list of required maintenance for the entire HOA. These will be presented to Simply Yards, Dust to Beauty, Choice Landscapes and ProScapes to get estimates for the 2022 maintenance contract. Steve is making an additional list of more sporadic projects for planning purposes. At some point we may need to survey the residents to determine what they are willing to support financially, but for now Steve will get estimates based on his list. Steve and his wife are also working on a list of "deer resistant" plants that are appropriate to our area.

4c. Publicity Committee:

No report

5. Old Business:

None

6. New Business:

Dawn and Steve have been asked to stay on the HOA Board for one more year to complete some ongoing projects. They will run for a one-year term rather than resign after that year. An effort will be made to get back on the regular schedule of 3 new members per year.

There was a clarification of the documents that will be sent in the annual mailing. Members may go to the website for additional information. As it appears that there will be nothing to vote on at the meeting, no proxy form will be sent.

Doug discussed the agenda for the Annual meeting. The five-year plan will be briefly discussed and posted on the website.

7. Upcoming Meetings: The Annual meeting is scheduled for Tuesday, January 25, 2022 at 7:00 pm via Zoom.

The meeting was adjourned at 10:30 am

Respectfully submitted,

Lori Campbell, Secretary