

Sunset Cove Homeowners Association
Monthly Board of Directors Meeting
October 14, 2023
Zoom meeting
Minutes

Attending: Doug Berard, Dawn Bachmann, Claire Colson and Lori Campbell

Absent: Kathy Edmonds and Annie Hayes Members Present: Connie Russell

1. Call to order:

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

2. Meeting Minutes:

The August 26, 2023 minutes were circulated and approved via email and are posted on the Sunset Cove website.

3. Finance Report:

Dawn Bachmann reported that we are close to budget for the year. There were no unusual expenses, but Landscape New is a bit over at this point. We can wait until the end of the year to see if we need to take anything out of the reserve account.

According to the October month-end report we have \$11,609.13 in the checking account and \$22,582.22 in the reserve account.

4. Committee Reports:

4a. Architectural Review Committee:

There have been some concerns about the construction on SCE 6 in terms of height restrictions and set-backs. Scott Hayes has confirmed that the construction is within the guidelines. The contractor has been reminded that the building site needs to be kept clean, but so far, he has no dumpster or garbage cans.

4b. Landscape Committee:

Claire Colson reported on her search for appropriate street trees. She spoke with the owner/arborist of the Urban Forest Nursery to get some ideas. Claire would like to hire the arborist to help us. We need to consider size and soil needs as well as something that will not rip up the sidewalks. Claire and Paul Alan will meet with the arborist soon to get his recommendations.

Javier with From Dust to Beauty would like to do Phase 2 of the Washington Court refresh which includes the ripping out of undesirable plants. The cost would be \$6200 which would be spent in 2024. It was moved and seconded that we have him go ahead next year. The board approved this expenditure.

4c. Publicity Committee:

The fall newsletter has been distributed to all members.

5. Old Business:

Dawn has been researching assistance from the Department of Natural Resources regarding the fire danger in some of the buffer zones. A representative of DNR will meet with Dawn and Claire in November to give ideas about what is needed as well as possible grants to help with funding.

6. New Business:

6a. A homeowner mentioned that the rock at the corner of Washington Ct. and Observation Ave. needs to be cleaned. Dawn volunteered her neighbor, Greg Light, to power wash it.

6b. As we have had no volunteers to run for new HOA Board positions, Doug, Dawn, Lori and Annie have agreed to run for one-year terms in January. This means that all current board members will serve until January 2025. At that time, we will need to find six people to serve on the board. Doug is assembling a Nominating committee that would be responsible for recruiting interested members. At this time the members are Paul Allen, Kim Graf, Amy Schnable and Doug Berard. For 2025, three members would run for a two-year term and three would run for a one-year term. That way we can get back on the schedule of having three new members with three returning members on the board.

6c. It has been suggested that the HOA consider installing some security cameras, especially at the entrance off Sunset Ave. The board felt that it would be a good idea but we lack the funding for it at this time. If our financial situation improves we can revisit the possibility.

6d. There will be an all member meeting on November 7, 2023 at 6:00 pm to present a preview of the budget in terms of the upcoming projects. Dawn will present the Budget Projections for Project Planning that she has been working on. If there is to be a dues increase we will need to vote on it in conjunction with the annual meeting. The Zoom invitation will be emailed to all members.

7. Upcoming Meetings: The Budget Preview meeting for the entire HOA is scheduled for November 7, 2023 at 6:00 pm via Zoom. The next board meeting is scheduled via Zoom for November 11, 2023 at 9:00 am. This will be a closed meeting for the Budget review.

The meeting was adjourned at 9:47 am

Respectfully submitted,

Lori Campbell, Secretary