

Sunset Cove Homeowners Association
Annual Meeting
January 23, 2024
Zoom Meeting

Minutes

Board Members Attending: Doug Berard - President, Kathy Edmonds – Vice-president, Lori Campbell - Secretary, Dawn Bachmann - Treasurer, and Claire Colson - Landscape chair

Absent: Annie Hayes – Architectural committee chair.

Members Present: There were approximately 22 logins on the Zoom platform. As there were many couples using the same device it is estimated that the attendance was approximately 40 members.

1. Call to order:

The meeting was called to order by Doug Berard 7:04 pm. HOA meetings for the foreseeable future will be conducted by Zoom. Future meetings will be posted on the Sunset Cove website one month in advance.

- Introduction of 2024 directors and officers: The above listed board members were introduced
- Number of returned ballots: There were 53 ballots returned by mail, 51 of which contained votes for board members.
- Election of new directors: Doug thanked the returning HOA board members who had agreed to serve one more year and had been re-elected by mail-in ballot.
 - Annie Hayes from Washington Park Estates
 - Dawn Bachmann from Doe Run
 - Lori Campbell from Sunset Cove Estates
- Approval of budget with dues increase: Of the 53 ballots returned 43 voted yes and 10 voted no to the proposed dues increase to \$400.
- Doug thanked Paul Allen for his many years of service to the HOA and also recognized Rick Etsell for the work he does in maintaining the HOA website.
- As all six members of the board now have terms ending in January of 2025, Doug proposed a nominating committee to recruit six new people to run next year. Three of those members would run for a two-year term and three would run for a one-year term. The nominating committee for 2025 will consist of Paul Allen, Amy Schnabel, Kim Graf and Doug Berard.

2. Budget Report: Dawn Bachmann

The 2024 Budget had been distributed in the packet mailed in December and was voted on by return mail. There were 43 yes votes out of the 53 ballots returned to approve the budget with the dues increase. Dawn discussed the 2023 actual income and expenses as well as the 2024 proposed budget. We stayed under budget in terms of budgeted costs due to lower than expected landscape maintenance costs. There were, however, some unexpected costs which included additional tree maintenance and the Washington Blvd. lighting. There was also a major expenditure for the replacement of a mailbox along Washington Blvd. Those costs were taken out of the reserve account.

The budget for 2024 is based on the increase of dues to \$400. It considers inflation as well as building a reserve fund of 10% for anticipated projects. The Landscape New line has been eliminated and all projects will now be paid out of the reserve fund.

A question was asked about provisions in the budget for fire prevention in the buffer zones surrounding the Crest, Doe Run and the Gardens. Dawn has met with the Department of Natural Resources regarding a program that will help with this with minimal cost to the HOA. They will begin this year and perhaps finish in 2025. Since much of the area in question includes WWU property, Doug has reached out to them with no response.

3. Committee Reports:

3a. Architectural Review Committee: Annie Hayes

SCE 6 is under construction. SCE 17 is vacant with no plans to build at this time.

3b. Audit Committee:

Dawn Bachmann and Kathy Edmonds will do the audit in March when Kathy returns.

3c. Landscape Committee: Claire Colson

Among the projects completed in 2023 or ongoing into 2024:

- The landscape lighting has been completed on Washington Blvd.
- The Observation Ave. detention pond was cleaned out.
- The Washington Ct. refresh has begun with a thorough clean-up of the planting area. That project will continue into next year.
- The trees along Washington Blvd. will need to be replaced. Claire is working on a plan for that project that will be implemented over the next few years.
- Claire is also working with ProScapes to insure better service. The new project manager seems to be more responsive. The HOA will continue to use ProScapes for the landscape maintenance as their bid was the lowest of three with a 7% increase.
- There will also be a buffer zone assessment of at-risk trees.

Claire thanked Paul Allen, Steve Krippner and Carl Colson for their assistance with several of those projects.

3d. Publicity Committee: Doug Berard

The first quarter newsletter will go out soon. It's time for an HOA get-together. Doug suggested that Jackie Etsell might be someone to organize it as she has the party supplies that can be used when the time comes.

4. Old Business:

A question was asked about the continuation of the Tommy Thompson Trail extension. Dawn reported that the area around the ferry landing may be a protected wet-land and might prohibit the extension. Also, the land along Tract A to the west of Washington Ct. has several different owners so it may be difficult to get the right-of-way.

5. New Business:

The dates of the HOA Board meetings were in the annual mailing. They will also be posted on the website with a Zoom link prior to each meeting. All HOA members are welcome and encouraged to join the conversation.

6. Upcoming Meetings:

The next board meeting is scheduled for February 17, 2024 at 9:00 am.

The meeting was adjourned at 7:55 pm.

Respectfully submitted,

Lori Campbell, Secretary