

Sunset Cove Homeowner's Association
Zoom Board Meeting
February 19, 2022

MINUTES

Board Members Meeting: Doug Berard - President, Jean Warner - Secretary, Dawn Bachmann - Treasurer, Steve Krippner, - Landscape chair, Annie Hayes - Architectural Review Committee chair

Absent: Dan Allawatt, Vice President

1. Call to order:

The meeting was called to order by Doug Berard at 9:01 a.m. PST via Zoom.

The previous meeting's minutes were approved.

2. Financial Report: Dawn Bachmann

* A-1 Lock bill has been paid.

* No landscape expenses are due at this time due to winter hiatus.

* All SCHOA dues have been paid except Mr. Izban.

* Overall, the installation of 5G has been a good experience. Dawn has been reassured patches in sidewalks and landscape will be repaired to everyone's satisfaction upon completion. Steve reports cement sludge was left by repair crews and sand in the rock beds in the boulevard. Dawn has taken photos to aid in the final walk-through with the city.

* SCHOA Operating and Reserve Account Balances:

January Month End 2022 SCHOA Account Balances

- Operating account total - \$22,648.82
- Reserve account total - \$43,577.09

Month to Date February (as of 2-19-2022) Account Balances

- Operating account total - \$25,866.42
- Reserve account total - \$43,577.09

3. Committee Reports:

3a. Architectural Review Committee: Annie Hayes

Lot #27's permit will be issued Monday. Annie met with the Yelle's who own the double lot. They are expecting to start the end of March. Ron and Donna Pollard, (Lot #6) will begin construction the end of March.

3b. Landscape Committee: Steve Krippner

ProScapes will do ground maintenance. They also handle irrigation maintenance. Steve will email residents for yearly turn-on services for sprinklers, pricing, and scheduling. The deer-resistant plant list is still coming. Cedar playground chips were installed on his property and it was suggested they be considered for our communal areas. Doug suggested it would be a good idea to show a photo in the next newsletter. Tree maintenance is necessary in buffer areas in spring and removal of saplings from the storm water retention ponds. Steve will inquire if the city would assume the some or all of the cost for removal.

3c. Officer Solicitation: Doug Berard

Doug stressed all officers need to recruit board officers for the term starting in 2023. The process needs to start in July of 2022 with a goal of having new candidates in place by October of 2022. For the term starting in 2023 we are in need of the following positions: President, Vice President, Treasurer, Landscape and ARC committee chairs. We would also like to fill the Publicity and Audit committee chairs now with the intent of having them

serve the 2022 and 2023 terms. For continuities sake Doug may stay on for another term as Publicity committee chair if the seat isn't filled in 2022.

4. Old Business:

4a. Mailboxes: Doug Berard and Dawn Bachmann
Doug reported that bids have been "secured for mailboxes" and we have a commitment for installation from a local contractor. The locks on the resident side of the boxes are still in descent working condition. After Dawn discussed the issue with one of our owners (Tom Blackwood) he took it upon himself to lubricate all the resident locks with silicone spray; they seem to be working fine at this time. We may have to incorporate this into our yearly SCHOA maintenance plan. The locking mechanism(s) on the post office side of the boxes are still in need of repair. When Mr. Blackwood returns from his vacation he will look into a fix for the locking mechanism. Dawn will coordinate this with Mr. Blackwood.

4b. Five-year plan: Doug Berard
Doug, Dawn, and Steve will be meeting Tuesday, March 9 at Doug's condo to discuss. Annie and Jean were welcomed to join.

4c. 2022 SCHOA Newsletter: Doug Berard
Upcoming publications will need content contributed from the following Board positions. President, Treasurer, ARC and Landscape committee chairs. Currently the newsletter is being produced by the President; when the Publicity committee chair position is filled it will be produced by the committee chair.

5. Upcoming Board Meetings:

4/23/22 9:00 a.m. PDT
6/25/22 9:00 a.m. PDT
8/27/22 9:00 a.m. PDT
10/15/22 9:00 a.m. PDT
11/12/22 9:00 a.m. PDT

All meetings will be held via Zoom. A notice will be posted on the website in advance.

The meeting was adjourned at 9:44 a.m. by Doug and seconded by Dawn.

Respectfully submitted,

Jean Warner, Secretary