

SUN COUNTRY MAINTENANCE ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

Tuesday March 12, 2019 @THE PUMPHOUSE

Meeting called to order at 5:30 PM

Board members in attendance – Denice Town, Bill Vertrees, Dick Pittis, Jeff Broeckel, Holli Sullivan and Sandy DeBoer, Ben Randazzo out with excused absence. Linda Orndorff was also in attendance.

The minutes for January 12, 2019 meeting were approved and passed and ready to be applied to website.

Reports:

Bookkeeping -Linda Orndorff

Linda released liens on four properties in the amount of \$4,000. Dues notices will be going out mid-April.

Linda worked with our CPA Marcus to see about setting up credit / debit card payments. This process could be done through Quick Books or Bill.com. If you were to pay with a debit card there is not a fee but if credit is used then a 2.9% fee has to be charged. There will also be an added fee for Linda's time to process these payments and bookwork on any issues that could occur with these payments. The board stated with the extra cost to the homeowner and also to the Association it was moved not to go forward with this payment method. Dues will be paid via check or through a bill payer at a home owner's bank. The annual dues amount for 2019 is \$1067.50. Sandy will be requesting a one page proposed budget summary and budget for mailing out with the dues, proxy and newsletter and notice of meeting June 8<sup>th</sup> 2019.

Treasury -Sandy DeBoer

Per the meeting with our CPA Marcus we need to have anyone hired to do work for us fill out the 1099 form with either their EIN# and if they do not have that we need their social security number. Our CPA sends the 1099's out in January and this year it was difficult to track down the individuals to get the needed information. So going forward we ask this is done at time of hiring for the job.

Met with Donita in regards to the Audit of the accounts and she stated this would be a waste of money as they would do what we have already done. She will get read access to the Quick book system to get the background on some questions we have. As Donita is a CPA this will be done after tax season.

Sandy will be making some edits to the reserve study graph and distribute to the board for approval.

Sandy will reach out to our CPA Marcus for a budget summary for the 2019-2020 year.

#### Architecture- Dick Pittis

Dick has had several requests for home building approvals. He had approved a home on Lot 15 ridge and the house had a change due to size of lot and structure so they resubmitted the request of change. Dick has approved. Dick has approved a home that will be built on Myrtle Beach court. Dick had the site plans for these homes and showed the board.

Dick has not had a chance to meet with Jamie Colson at the golf course on fence request on the number one fairway due to the snow.

#### Roads-Jeff Broeckel

Bogie Construction has done a great job this year with the snow removal and berm removal. If anyone had any issues they spoke with Bogie and issues were resolved. It was great help having the berms removed this year for a lot of people.

#### Water- Bill Vertrees

Bill gave the board a reading for the last three months for water production. 12/4/18 to 3/4/19 the production was 1,437,600 gallons average per month 479,200 gallons. This is very small in comparison to summer months.

Bill looked at a high water bill a home owner received but it was due to the fire in the upper division as the fire department hooked up sprinklers from his residence to run for several days after the fire was out. This bill will be disregarded.

Bill will have the locks changed on the pump house this summer sometime. It will be a little pricey to purchase these locks.

Bill will also be doing some boundary surveying once the snow has gone.

Bill will be reaching out to a homeowner who has some water experience to have him work with Bill as Bill's role is up this year and he has agreed to another term but annually instead of a 3 year term.

#### New Business- Denice Town

New budget for the 2019-2020 year will be voted on by the board then ratified by the association at the annual meeting.

Denice will meet with Jamie Colson at the golf course to discuss the signage to get them all the same. Some of the signage has the old golf course logo of Mountains and the others signs have the newest course logo of the sun.

Ben Randazzo will be stepping down from his role as a director and Properties Chair. We will need to get another person for this role by June.

Denice will be further researching the HOA rules to determine what should or should not be added to the minutes.

All summary information for each role needs to be sent to the board by April 1<sup>st</sup> as this needs to be added to the newsletter. Linda wanted the paper by April 5th so she could get copies ready for mailing out with the dues.

Follow up Business- Holli Sullivan

Holli had received a flow test but was from 2012. She reached back out to the fire department and the Fire Lieutenant has changed again. She has resent all the e-mails to them so they can get this on the schedule for a current flow test.

Holli has also added the Division, Lot and block numbers to the Directory she has created. Copies will be created to hand out at the annual meeting.

Chipping Community Kittitas County Fire wise stated we are on the schedule first in June. Information will be coming out to let homeowners know how the branches and twigs need to be stacked for them to pick up and chip.

Meeting adjourned 7:32 PM

Next meeting will be May 11, 2019 @ 8:00 AM @ the Pump house.

Minutes prepared by Sandy DeBoer, Secretary