

**SUNSET MEADOWS BOARD MEETING MINUTES**  
Thursday, December 15th, 2022  
1452 Fetters Loop (Sandi Patton's home)

**Present:** Marilyn O'Malley, Mel Huey, Lisa Armstrong, Sandi Patton, Jane Hackett, Rebekah Rossberg, Jenny Odintz

**Call to order:** 6:40pm

**Approval of the Minutes**

Approval of November 17th, 2022 minutes. Motion, seconded, approved.

**Treasurer's Report - Mel**

- Net income for November: \$20,855. Financial report was approved by the Board.
- Delinquency in October was \$5,780, \$909 more than October.
- Mel is researching possible investments for the reserve fund. He has applied for a treasury account. The Board approved Mel to be the representative of the Board for the account. A motion was made to put \$10,000 into an I bonds account before December 31st, 2022. Seconded, approved.

**Maintenance Report - Mel**

- Aleman reported 9 and possibly 10 buildings with roofing issues and offered a bid for the worst roof which is building 1432-1438. Six of the roofs they reported were roofed by Evergreen and should still be in good shape so Evergreen will be out to check them out. Elite Restoration has been out to take lab samples from the large amount of mold in the attic of 1438 and to give a bid on the clean-up. Aleman gave a bid of \$28,000 to replace the roof on building 1432-1438.
- Marilyn is going through old records to determine when the roofs were last replaced and checking to see if there are still warranties on any of our roofs.
- Evergreen submitted a bid for \$326 per shed to repair the roofs on four carport sheds that have been found to have dry rot. Motion to have Evergreen do this repair, seconded, approved.
- Temp employee from Express Professional Employees finished repairing 6 broken fences.
- Jeff Plummer fixed the drainage line for 1501.
- Oregon Electric repaired the broken light pole by 1561 for a total cost of \$505.

**Compliance Report - Marilyn**

- Two warnings issued: for trash left on a porch, and for a dog knocking over children and failure to pick up the dog's poop. Owner of the dog states the dog has never knocked over any children.

- One neighbor complained of light from back porches and suggested that everyone be required to purchase a barn light (which shines down instead of outward) or keep light off. Marilyn explained that the neighbors are not out of compliance for having their porch lights on and that if we required everyone to have a barn light the HOA would have to pay for them. He will keep his blinds closed. Marilyn suggested we might revisit our selection of acceptable back porch lights to include barn lights.

### **Upcoming Compliance**

- Mid-December to mid-January: Lisa
- Mid-January to mid-February: Mel

### **Landscape Update - Jane**

- Clean Air Lawn Care has been told they must pick a single day of the week to do the landscaping and only come on that day, or the Board will not renew their contract.
- They are currently working on pruning and removing the last of the leaves.
- A car may have been left behind when a unit was recently sold. Jane is looking into it.

### **Old Business**

- Gene Bicksler should be ready to start working on the reserve study in Mid-February. In the meantime, the Board will work on getting records together. Also, a list needs to be made showing exactly which expenses the HOA is responsible for. Due to the roof concerns, we will focus on gathering data about roofs first, followed by the siding.
- Letters were sent out to remind people to list the HOA as an “interested party” on their home owner’s insurance.
- The updated blog will be hosted by GoDaddy at a cost of \$445.63 for the next three years. Board approval will be requested for any added text.

### **New Business**

- It was proposed that if between monthly meetings there is any maintenance issue that is under \$1,000 and to which no board members object, it may be voted on via email. Otherwise an in-person or Zoom meeting must take place. Motion, seconded, approved.
- Rent on the HOA’s rental unit will be raised to \$1,050 on March 1st. Motion, seconded, approved.
- Solar panels must be installed by a certified roofer. Motion, seconded, approved.
- New Projects Submitted:
  - 1545 wants to install a new door with a crescent window. Approved
  - 1436 wants to install a railing to the front step. Approved

**Meeting adjourned at 7:50pm**

**Next meeting:** Thursday, January 19th, 2023 in unit 1452