

## Sunset Meadows HOA Board Meeting

December 21, 2023

Meeting Called to Order: 6:35 PM

**Present:** Lisa Buscho, Lisa Armstrong, Mel Huey, Jenny Odintz, Kate Schultz, Rebekah Rossberg, Sandi Patton

November 16 Meeting Minutes Approved: Kate motioned to approve, Lisa B. seconded, motion passed.

December 7 Emergency Minutes Approved: Sandi motioned to approve, Kate seconded, motion passed.

**Treasurer's Report (Mel):** Mel reported net income of \$10,081.38 for November. Delinquency increased by \$559.00 in November to \$5,669.00. The number of delinquents is now 27, with 3 members more than 2 months delinquent.

- Earthquake insurance to be discussed at next meeting (renewal date for continued coverage is April).
- Board discussed importance of homeowners' interior insurance coverage.
- Kate to send an email reminder about increase in dues to \$213.00, starting January 2024.
- Jenny motioned to approve the treasurer's report, Sandi seconded, motion passed.

**Compliance Report (Mel):** Mel reported no compliance notices or issues for mid-November to mid-December.

- Mid-December to Mid-January: Kate
- Mid-January to Mid-February: Lisa B.
- Mid-February to Mid-March: Lisa A.

**Landscape/ Pool Updates (Lisa B.):**

- Concrete repairs to be done east of the south mailboxes to remove trip hazards.

**Maintenance Report (Mel):**

- Multiple leaks found in the PVC pipe by Oak Patch, due to pipe being improperly glued together initially. Repairs are ongoing and are likely to be completed within the next two weeks.
- 1 incidence of a noisy drip from an upper roof gutter. A temporary solution is in place, and the issue will likely be repaired within the next two weeks.
- 1 dripping faucet was repaired.

- 1 incidence of attic mold. The board is gathering multiple bids, including one from Service Masters. The bid itself will cost \$150.00. Jenny motioned to approve the bid cost, Sandi seconded, motion passed.
- 1 dryer duct cover replaced.
- A section of fence attached to the back of unit 1621 fell off and is leaning against a tree. Repair and re-installation are in progress.
- 1 incidence of water by foundation vents. No standing water was found in the unit's crawl space, and the issue may be due to rain. These vents will be monitored to confirm no ongoing problem.
- Some bent carport trim and posts. Mel to contact Devin at Curb to Roof to address this issue.
- The board received a quote of \$3,900.00 from Drain the Roof for gutter cleaning, roof cleaning, and moss treatment. This estimate does not include the carports. Jenny motioned to approved estimate, Kate seconded, motion passed.

**Old Business (Kate):**

- Election Reform – discussions are ongoing.

**New Business (Kate):**

- 1 new project submitted for patio door and kitchen window replacement. Jenny motioned to approve project, Kate seconded, motion passed.

Next meeting: Thursday January 18, 2024

- Jenny to be absent from January meeting; Lisa B. to take January minutes.
- March meeting to be changed from 3/21 (third Thursday) to 3/28 (fourth Thursday) to accommodate a board member's surgery.

Meeting Adjourned: 7:44 PM

Submitted by Jenny Odintz, Secretary