

SUNSET MEADOWS BOARD MEETING MINUTES
Thursday, March 16th, 2023
1452 Feters Loop (Sandi Patton's home)

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

Call to order: 6:30pm

Approval of the Minutes

Approval of February 16th, 2023 minutes. Motion, seconded, approved, with an edit for incorrect tense.

Treasurer's Report - Mel

- Net income for February: -\$10,173.83. Financial report was approved by the Board.
- Delinquency in February was \$6,319, \$541 less than January.

Community Association Conference & Trade Show in Tigard - Mel

- Mel attended panels on budgeting, collections, and reserve studies.
- Spoke with Gene Bicksler about having a seismic survey done to determine if earthquake insurance is necessary. Mel will contact the evaluator to find out the cost of having the study done. Motion to have the study done if it is less than \$1,000, seconded, approved.

Maintenance Report - Mel

- Jeff Plummer finished clearing the drains by 1472-1478. Also removed a big root that was crushing irrigation and electrical lines.
- Elite Restoration removed the contaminated insulation from 1438 and cleaned the attic walls.
- Mike's Fix All installed new insulation on March 15th.
- Father & Son finished re-roofing 3 buildings on March 16th.
- Gaviota's Painting gave an estimate for repainting on March 14th.

Compliance Report - Jane

- One noise complaint was addressed.

Upcoming Compliance

- Mid-March to Mid-April: Sandi
- Mid-April to Mid-May: Marilyn
- Mid-May to Mid-June: Mel

Landscape Update - Jane

- Clean Air Lawn Care has set their schedule to be 8 hours every Thursday. When it is drier, they will repair the lawnmower damage to 1478's yard.
- Wolfpack has been working on tree trimming and doing a good job. They will be removing a big pine tree in the southeast corner of the complex due to a 30% lean.

Old Business

Rental Inspection - Jane

- Crawl space was dry, ground cover and insulation were in place.
- Attic was dry and no mold was found.
- One of the bathroom vent fans seemed to be installed improperly. There was moisture built up around it, causing damage and mold on the drywall around it. This will need repairs.

Garden - Marilyn

- All garden committee members quit due to personal reasons. Currently 2 members for a new committee.
- One gardener is waiting for a new box. The old owner is removing herbs.

Maintenance Matrix - Marilyn

- In compliance with Gene Bicksler's recommendation, Marilyn created a Maintenance Matrix that was approved by the Board with a few corrections, and was then sent out in an email to the owners. Gene then told Marilyn it should have been approved by our attorney prior to being distributed. She went to Brian Cox, Attorney-at-law who found some mistakes on the Matrix which were inconsistent with Sunset Meadows CC&Rs. He stated that the HOAs responsibilities were clearly delineated and anything not spelled out was the responsibility of the owner. He clarified that the building structure including the foundations is the responsibility of the owner. Marilyn then made these changes to the Matrix and sent it back to Brian via email and he approved it.
- Reserve study should be complete by the end of April. The possible assessment will be discussed at that time.

- Maintenance shed cleanup - will set a date next month, when it will hopefully be drier.

New Business

- Eugene Police has hired a Community Engagement Specialist. She can be contacted for non emergency concerns. Janina Raiter: 541-682-8186.

Meeting Adjourned: 8:00 pm

Next meeting: Thursday, April 20th, 2023, in unit 1452.

Submitted by Rebekah Rossberg