

The Sunwest Homeowners Association
Board of Directors Meeting
March 17, 2010
6:00 pm
Held at 325 Conrad Drive

M i n u t e s

- 1. Call to order at 6:11pm. Members present were Michael Lorenzo, Sandalphon and Joe Mellblom, also present Gary Pahler and Holly McElhaney CSAMC.**
- 2. Homeowners forum (none noted)**
- 3. Approve Minutes from Board of Directors Meeting February 17, 2010:**
Michael made a motion to approve the minutes from the previous meeting, seconded by Sandalphon. Approved
- 4. Inspection report:**
The Board reviewed the inspection report and discussed items on common area behind Sanders Circle. Holly will send a letter requesting they clean up the items and if not done the Association will clean up and charge the owner.
- 5. Review February 2010 Financial Statement:**
Sandalphon made a motion to approve the review of the February financial report, seconded by Michael. Approved
- 6. Review current Delinquencies:**
The Board reviewed the current delinquency list and Gary updated everyone on the status of accounts that are in collection with the Association's attorney. There is one home being considered for foreclosure of the HOA lien, the owner had called CSAMC promising to send payment yet to date it has not been received. One home has a judgment approving garnishment of wages to re-pay debit. One owner made a re-payment plan request of \$500 on April 1 and \$500 on the 15th of April, Sandalphon made a motion to approve the plan, seconded by Joe. Approved

To date the new management company has been able to collect \$10,000 in past due assessments from the start of January 2010. The Board reviewed the collection process and letters sent by CSAMC for collection purposes.

There are 5 accounts at the point of being turned over for collection, Michael made a motion to continue the process and send these 5 homes to the attorney for collection, seconded by

Sandalphon. Approved

There are 2 bank owned homes, the Board discussed the process of getting banks to care for the landscape and structure while it is awaiting re-sale. Gary cautioned the Board not to enter the properties on behalf of the Association but individual neighbors could mow and water if they so desire.

7. Committee Chairs Report:

- Community Outreach chair (Erin Black) ~ nothing to report
- Social chairs(Amy and Rachel) ~ game night event at end of March
- ACC chair ~ concern for the covered porch installed on Hoffman, no request was submitted for approval and work has been completed. Holly sent letter requesting submittal of plans for the project for review and approval by the committee. Pictures were sent via email to the Board from the owner however no written plans were included. Holly to write letter requesting further information and copy of Building permit from the Town of Erie or Boulder County. Fines may be issued for non-compliance if plans are not submitted and/or approved by the committee.

8. Old Business:

There was no old business to discuss

9. New Business

- **Discuss revising 2010 budget:**

Sandalphon made a motion to reallocate funds in the 2010 budget due to savings on contract renewal for services and that the savings will be added to the reserve fund monthly contribution, seconded by Michael. Approved

Holly will work with Wayne at CSAMC to reallocate funds on budget and Sandalphon will repost on the website.

- **Review and approve revised rules and regulations:**

Sandalphon made a motion to approve the recent revisions to the rules, seconded by Joe.

Approved

The Board signed the document (two sets) and 1 original was given to CSAMC

Sandalphon will post on website.

- **Financial accounts and treasurer oversight involvement:**

Sandalphon asked if monthly financial reports would continue to be sent when the Board meetings go to quarterly, Holly replied yes. Sandalphon stated he would not need access to the online bank statements if that was the case. Gary assured the Board that they are welcome to statements and full disclosure they only need to call CSAMC and discuss questions with the bookkeeper or controller. The Board agreed this was acceptable.

- **2010 Landscape contract comparison:**

Gary and Holly presented the 2010 landscape comparison that included 5 vendors proposals. Michael made a motion to approve the contract for 2010 season with CoCal, seconded by Joe. Approved

Contract will run April 1 to November 1. Gary will walk property with CoCal supervisor and get the spring clean up started ASAP.

- **Tot Lot repair:**

Gary presented verbal quotes from the concrete specialist and the mud jacking company to correct the raised concrete slab at the picnic table area in the lower tot lot. Michael made a motion to approve mud jacking and removal of the tree that seems to be the source of damage, seconded by Joe. Approved

10. FYI / Educational Materials ~

- Board actions without a meeting hand out was given to the Board.
- HOA Eye Policies/Barring Sex Offenders handout was given to the Board.
- Increasing Social Equity article was given to the Board.

11. Adjournment: Motion to adjourn at 7:06 was approved, next meeting will be April 21, 2010