

**Sunwest Homeowners Association  
Board of Directors Meeting**

*July 20<sup>th</sup>, 2011*

*6:30 pm*

*325 Conrad Drive*

**M i n u t e s**

**1. Call to order at 6:31pm by Sandalphon. Members present were Joe, Kelly, and Sandalphon. Board members not present were Kris and Michael. Kris's proxy vote held by Sandalphon.**

**2. Homeowners Forum**

No homeowners present (except for Board members).

**3. Approve Minutes from Board of Directors Meeting June 15th, 2011:**

Sandy made a motion to ratify the minutes from the previous meeting, seconded by Joe, approved unanimously.

**4. Review June 2011 Financial Statement:**

Sandy moved to approve the June financial reports, seconded by Joe, approved unanimously.

**5. Old Business:**

Delinquency Report:

The Board voted to write off two foreclosed property accounts as bad debt. The Board will ask MSI to make contact with four homeowners who have relatively small delinquencies to see if the homeowners are aware of the problem, and if so, can they start a payment plan? The HOA board will continue to monitor the progress of collecting past due accounts.

Tot Lot Cleanup:

Kris and Sandy raked most of the area around the Sanders Circle Tot Lot. They removed about 10 gallons of rocks and assorted debris. Due to the heat, a cleanup of the Hoffman Tot Lot will be scheduled in the morning at a future date.

Social Hour at Annual Meeting:

The Board discussed having a social gathering just before the Annual meeting. Homeowners would be invited to arrive a half-hour before the start of the Annual meeting for socializing. Beverages and snacks would be served.

Proxy Vote Letter Campaign Update:

Sunwest HOA received 43 proxies before the second request letter was sent out. So far 14 additional proxies were received after the second letter. The Board discussed making a list of phone numbers of homeowners who have not responded to the request for the proxy vote on the new HOA documents. Soon the Board will start calling homeowners to discuss the new documents and the proxy votes. There will also be a list of homeowners who have not responded who do not have a listed phone number. Those homeowners will be visited in person by knocking on doors to discuss the new HOA documents and the proxy votes.

**6. New Business:**

Board Member Responses to MSI Survey:

The Board discussed their reactions to the MSI quality survey. The general opinion is that MSI is not great, but they are better than the companies we had before. MSI is better organized. If Board members call MSI and leave a message they want a return phone call, not an email.

Tot Lot Requests for Toddler Swing Seats:

The cost to add two toddler swing seats to the existing two regular swing seats is \$3,500. To do both Tot Lots would cost \$7,000. The Board discussed the option of only installing toddler swing seats at the Sanders Circle Tot Lot.

This discussion will be continued at the next Board meeting.

Vote to Fund Social Hour at the Annual Meeting:

The Board voted to spend up to \$100 for a one-time equipment purchase to buy two 40 cup coffee maker/urns. The Board voted to spend up to \$75 annually for beverages and snacks and supplies.

**7. Adjournment**

Sandalphon's motion to adjourn at 8:02 pm was approved. The next Board meeting will be held at 325 Conrad Drive at 6:30 p.m. on August 17<sup>th</sup>. The next Board meeting with MSI in attendance will be on August 17<sup>th</sup>.