

**Sunwest Homeowners Association**  
**Board of Directors Meeting**  
*October 17<sup>th</sup>, 2011*  
*6:30 pm*  
*325 Conrad Drive*

**M i n u t e s**

**1. Call to order at 6:34pm by Michael. Members present were Michael, Joe, Sandalphon, and Kris. Board member not present was Kelly. Kelly gave his proxy vote to Sandy.**

**2. Homeowners Forum**

Tom Brady present for board meeting. He is interested in participating with the HOA in any fashion necessary.

**3. Approve Minutes from Board of Directors Meeting September 21st, 2011:**

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

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

September financials could not be approved, due to delay in delivery from MSI. The financial statement will be provided to the Board for ratification through email.

**5. Old Business:**

Delinquency Report:

The Board would like to set a threshold for delinquencies that will be turned over to the attorney. Sandy motions to set the threshold at \$300, seconded by Michael, approved unanimously.

A homeowner delinquency appeal was reviewed by the Board. Sandy motioned to approve waiving late fees for homeowner and maintaining lien fees, seconded by Kris. 2 votes for and 2 votes against. Michael motioned to waive no fees, seconded by Joe. 2 votes for and 2 votes against. The motion to approve waiving late fees for homeowner and maintain lien fees was approved 3 -2 with Kelly's proxy vote to Sandy.

Violations Report:

No report.

Architecture Control Committee (ACC) Report:

No report.

**6. New Business:**

2012 Proposed Budget:

Sandy moved to approve the 2012 proposed budget, seconded by Kris, approved unanimously.

Landscaping Contract:

Sandy motioned to approve the All Phase 2012 landscaping contract, seconded by Michael, approved unanimously.

Snow Removal Contract:

Sandy motioned to approve the Panorama 2012 snow removal contract, seconded by Michael, approved unanimously.

Annual Meeting/Proxy Form:

The Board would like to have a ½ hour social gathering prior to the Annual meeting. The Annual meeting will start at 6:00pm with the social gathering starting at 5:30pm.

Board Nominations & Nominating Committee:

The 2012 nominating committee expires at the end of the Annual meeting. Nominations for the 2013 nominating committee were requested. Joe, Sandy and Michael were nominated. Sandy motioned to approve, seconded by Kris, approved unanimously.

Absentee ballot for 2012 elections will be mailed to homeowners on November 1, 2011, along with the Annual meeting notice.

Rabbits:

The Board will get an estimate for removing rabbits from the common areas.

**7. Adjournment**

Michael's motion to adjourn at 7:30 pm was approved. The next Board meeting will be held at the Erie Community Center Mitchell Room at 6:00 p.m. on November 21<sup>st</sup>.