

**Sunwest Homeowners Association**  
**Board of Directors Meeting**  
*Monday, June 17<sup>th</sup> 2013*  
*6:00 pm*  
*325 Conrad Drive*  
**HOA MINUTES**

**1. Call to Order**

- The June Board of Directors meeting was called to order at 6:03 PM by Michael.
- Parties present were homeowners Matt from Conrad Drive and later Ale from Sanders Circle. Additionally Chris from MSI and Board members Joe, Sandy, Michael and Tom. Kris was absent and had arranged to proxy his vote to Tom.

**2. Homeowners Forum**

- Matt contested the recent ACC fine and provided documentation that outlined he was not in violation with his recent landscaping improvements.

**3. Consent Agenda Items**

**Minutes from previous Board Meeting**

- No concern over last month's meeting minutes.

**Financials**

- There was a question about a year-to-date figure from the budget. Chris indicated he had inquired about this instance with MSI accounting, but no clear answer had been provided. Sandy will follow-up with MSI accounting and update the Board with results at the next monthly meeting.

**Summary**

- Michael motion to accept consent agenda items, seconded by Sandy, approved unanimously.

**4. Old Business**

**Discuss new concrete bids**

- After brief review of concrete bids, Sandy motioned to accept the bid by *SIDEWALK SHAVERS* to repair trip hazards at both Sanders Circle and Hoffman playgrounds, seconded by Joe, approved unanimously.

**5. New Business**

**FINE**

- Michael motioned to remove the fine on homeowner Matt, seconded by Sandy, approved unanimously.

**MSI duties**

- The Board expressed its concerns with Chris from MSI about the duties for reviewing properties and the common grounds equally. This included an expressed disappointment in All Phase, the HOA's landscaping company, whose lack of correct irrigation system configuration may have damaged grass in some of the common areas.

**Perimeter fence notice**

- The Board reviewed and accepted the draft letter aimed to inform homeowners with perimeter fence joining property about upcoming repairs/paint to both sides of the perimeter fence. Sandy motioned to send the notification letters to affected homeowners, seconded by Tom, approved unanimously.

**Write off bad debt**

- Sandy motioned to write off bad debt, seconded by Joe, approved unanimously.

**Block party planning**

- Tom verified the 2013 budget and provided brief overview of next steps, including selection of committee, selection of the block party date and successes we'd like to replicate from last year.

**Review process for imposing ACC files in excel of file schedule**

- Sandy made the motion that ACC has the authority to impose a \$150 fine for starting major architecture work without submitting an ACC request and receiving ACC approval in advance of the start of work, seconded by Michael, motion passed with 3 yes votes and 2 no votes.

**6. Adjournment**

- Michael motioned to adjourn and was approved at 7:03 PM.
- The next Board meeting will be held at 325 Conrad Drive at 6:00PM on July 15<sup>th</sup> 2013.
- The next Board meeting with MSI attending will be August 19<sup>th</sup> 2013.