

Sunwest Homeowners Association
Board of Directors Meeting
Monday, September 19, 2016
6:30 pm
325 Conrad Drive

MEETING MINUTES

- **Call to Order**

The meeting was called to order by Joe at 6:31 p.m.

Other members present were Sandy, and Michelle. Luke was absent and gave his proxy vote to Michelle. Donna was absent.

- **Homeowners Forum**

Andy Feero in attendance. Discussion about replacing the grass between the curb and the sidewalk with crushed rock on his property.

- **Consent Agenda Items**

After a brief review of the July minutes, and financials, Sandy motioned to review the delinquencies, legal report and violations at an Executive session immediately following the regular session (so Andy could stay until the end of the regular session). Later at the Executive session Michelle motioned to approve the consent agenda items, seconded by Sandy, approved unanimously.

- **Old Business**

- **Architecture Control Committee Report**

Discussion about the usual violations.

- **Discussion of Common Area Repairs this Summer**

Sandy reviewed the concrete repairs to the drain pan between Sanders Circle Tot Lot and the storm drain at Meller Street, the repair to the bench at the Sanders Circle Tot Lot, the concrete repair to the common area sidewalk at Woodson Drive, the installation of locking metal cages for the three backflow valves, and the replacement of the three Hunter control units for the irrigation system. All in all, the most expensive year for repairs so far (not counting painting the perimeter fence). That is why we have a reserve fund for these capital repairs when they are needed.

- **New Business**

- **Discussion of Preliminary 2017 HOA Budget**

A preliminary budget was prepared by averaging the previous five years of actual expenses allowing for trends (up or down). The overall income and expenses look to be very similar to 2016. There was no comment on particulars, but the Board has the next month to review the budget and suggest changes before the final draft budget is approved at the October Board meeting. It looks like Sunwest HOA can keep the quarterly dues at \$140 again in 2017 and still meet the goals for the reserve fund.

- **Discussion of Incumbent Board Members for 2017, and the 2017 Nominating Committee**

Michelle announced she is not available to run as an incumbent for 2017. Joe, Sandy and Donna are willing to run as incumbents for 2017. Luke has not announced his intentions. The current Nominating Committee is looking for one qualified candidate (so far) to fill the Board vacancy in 2017. There was a discussion about when the next Nominating Committee should be chosen by the Board. A review of the Bylaws shows the 2017 Nominating Committee should be chosen by the Board at the October Board meeting.

- **Discussion of Snow Plowing Sunwest HOA Streets**

Sandy spoke with the Town of Erie Public Works Department. The Town of Erie does not permit private contractors to plow city streets. Since Sunwest subdivision streets are owned by the Town of Erie (and thank God for that) we cannot hire snow plowing services for our streets.

- **Discussion of Fall Newsletter Contents**

Will advertise 2017 Board opening, reminder about the Annual Meeting, warn about Silver Maple tree disease and provide Town of Erie Arborist contact info, along with the usual seasonal reminders. Will update contact numbers for Erie PD.

- **Adjournment**

Joe's motion to adjourn at 7:14 p.m. was approved.

The next Board meeting will be October 17, 2016, located at 325 Conrad Drive.

The next Board meeting with MSI in attendance will be November 21, 2016, the Annual Meeting.