

SUNCHASE CONDOMINIUM ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

January 18, 2017

MINUTES

BOARD MEMBERS PRESENT

Abe Singh
Tim Carr (by teleconference)
Laura Plowman
Jake Commer
Butch Sommermeyer (by teleconference)

OTHERS PRESENT

Cheryl Kelley, EPM
Caroline Stinson
Scott Plowman
Susan Davies
Mike Pranschke
W. Severin Brown

Call to Order:

The meeting was called to order by Abe Singh at 5:00 pm

Approval of Minutes: Jake made a motion to approve the minutes of the October 19th & November 16th meetings. Tim seconded, and the motion passed unanimously.

December Financials: Cheryl Kelley presented the December 2016 financial report.

Cheryl reported that the

Aged receivables, accounts reviewed, any balance due over 60-90 days is forwarded to Coastal Law for collection process, lien procedure is started. Currently at year end there is 1 account with attorney. Cheryl noted that overall the Receivables are in good shape. Cheryl stated that the **special assessments** funds are being collected well.

Tim made a motion to approve the September financials, Jake seconded, motion passed unanimously.

OLD BUSINESS:

A. Rules & Regulations:

Board discussed ongoing issues, such as, hoses run from common water to balconies, (now removed), plants and overhanging of planters on balconies. Due to recent painting and wood rot repairs, board is requesting residents be compliant, not placing plants on rails and ensure plants are properly draining, not allowed to continue moisture on the wood work.

After discussion, it was decided to appoint a "rules and regulation committee" goal of committee to go over current rules and make revisions needed for on-going issues

Members are: Laura Plowman, Susan Davies, Caroline Stinson & Butch Sommermeyer Group will plan a meeting soon.

B. Onsite Maintenance:

Abe asked board if they were all in agreement with the start of onsite maintenance? This item was included in proposal in effort regularly maintain the property. Proposal was requested by board in 2017 renewals, November board meeting and included in 2017 budget. EPM maintenance staff member Caleb Brown has begun on site regular maintenance currently 2 days per week. Cheryl went over the costs for this maintenance service. This was implemented to increase prompt service, such as regular pick up of grounds, minor maint. Etc. Noted that jobs requiring extension ladders, such as replacing spot lights and shake siding repairs, will require additional staff member, and maintenance will be billed accordingly. Jake made motion to approve, as included in 2017 budget, Laura Second, all in favor.

- C. SRYC: dredging update:** Dredging has not begun on Sunchase side, Abe & Tim will be in contact with SRYC to get an update on the project, SRYC contact to attend February meeting.

NEW BUSINESS:

A. Neighborhood Watch Program:

Abe paid fee for association to GB neighborhood watch program:

- Garage Doors being left open, are to be kept closed when not in use
- Residents need to lock vehicles & storage areas always
- Lighting around buildings and entrances discussed
- Owners may secure garages, as previously approved by board.

Abe will request officer attend February meeting.

B. Parking across from K & L-

Residents are not allowed to park in no parking zone behind K & L, due to emergency vehicle access and limited space for residents to park in garage and driveway.

C. Palm Tree Trimming/Tree Trimming:

Wayne Sellers Landscaping will begin the Palm Tree Trimming this week, other oak limbs trimming, estimates being obtained.

D. Piling Repairs, Bontrager Construction, start date will be with next few weeks, permits are being obtained.

E. Board Certifications: Laura Plowman is a new board member, she has signed the Board Certification form as required by statute 718.

F. Other Business: Boardwalk replacement bids discussed, labor and materials estimates

G. Pier: end of pier bumpers need repaired, Tim and Abe to complete that task.

Respectfully Submitted,

Cheryl E. Kelley