

SUNSET POINT HOMEOWNERS ASSOCIATION
BOARD MEETING MINUTES NOVEMBER 20, 2017

The Board of Directors of the Sunset Point Homeowner's Association convened a board meeting starting at 11:00 A.M. on November 20, 2017. All directors were present either in person or by conference call. Also present was David Roberts, Manager of the Association. President David Russell chaired the meeting.

1. The Minutes of the Special Board of Directors meeting held on October 5, 2017, were approved as written.
2. David Roberts gave a financial report for the period January 1, 2017 through October 31, 2017. David indicated that the Association had a total of \$368,722.48 in cash on hand as of October 31, 2017. Unusual items noted during that period include snow removal totaling \$15,705 due to last winter's heavy snow season. Painting expense totaled \$20,050. Parking lot sealcoating and striping, along with sweeping, totaled \$5,167.50. It was noted that \$33,482, representing 20% of the contract price for the new roofing on Phase 1, was paid on October 6, 2017, the date of the signing of the contract. Upon motion made by Mike Hart, and seconded by Gary W. Bjelland, the financial statements were approved as presented.
3. The progress of the new roofing project on Phase 1 being conducted by CK Builders was discussed. The Company's crew appears to be doing a very professional job. Mike noted three small areas required additional work, that having to do with a fascia piece and sheathing. Quite a bit of time was spent discussing removing and replacing the 4" gutters and downspouts with 6" gutters and oversized downspouts. It was noted that for the size of the roof area to be serviced by the gutters that the 4" gutters were not sufficient. Members of the board had observed during heavy rains the gutters not being able to handle the water coming off of the roofs. It was also discussed if the gutters are replaced whether to put screens on top of the gutters. After extensive discussion, it was determined to replace the gutters with 6" gutters and oversized downspouts and also to make sure that the runout spout at the bottom is of sufficient length to carry the water to an appropriate disposal area, and to make sure that they are readily movable such that the landscaping and lawn mowing people can easily perform their job without interference of the downspouts. It was determined not to purchase screens on top of the gutters. The quoted price for the 6" gutters and oversized downspouts was \$14,948. Upon motion made by Mike Hart, and seconded by Guy Rogers, a unanimous vote was cast to replace the gutters. It was noted that the color of the gutters and downspouts would be brown, the same as the trim color now on the buildings.

4. Guy Rogers asked whether some of the old tile shingles were being saved such that we would have replacement tiles in the event tiles on any of the other buildings needed replacing. David Roberts reported that two pallets of old tile shingles are being saved and there is a storage area for keeping them.
5. The next item discussed was the budget for the calendar year 2018. David Roberts led a discussion on the proposed budget. As part of the budget a proposed quarterly dues increase was discussed in order to replenish reserves. It was noted that there probably would not be any need for any new roofs on any of the other phases for the next five to ten years. After considerable discussion, it was agreed to raise the quarterly dues by \$75.00 per quarter such that the quarterly dues are now \$1,100 per unit. That is another \$9,900 per year. The current budget already has a \$27,000 addition to reserves built into it. Thus, the two in combination would increase the reserves by \$36,900 per year.

Upon motion made by Mary Ellen Turmell, and seconded by Guy Rogers, the 2018 budget was approved, as was the dues increase to \$1,100 per quarter.

6. David Roberts noted that there in fact were three skylights in Phase 1 and not two as previously thought. One of them is over a walkway into one of the units, designed to provide additional light to what otherwise is a dark entryway. The skylights were ordered from Valley Glass.
7. Mary Ellen mentioned how in the spring when a lift is hired in the spring to clean the cobwebs off the buildings, if window cleaning couldn't be performed for those unit owners who wish to have their upper windows cleaned, at the individual condominium owner's expense. David Roberts noted that such could be done and will be brought to our attention at the appropriate time.

There being no further business to come before the meeting, it adjourned.

Respectfully submitted,



Gary W. Bjelland, Secretary