

DRAFT

SUNLAND VILLAGE EAST ASSOCIATION
BOARD OF DIRECTORS REGULAR BOARD MEETING
Thursday, March 14, 2019
Auditorium – 9:00 AM

Meeting called to order at 9:00 AM by President, Candace Masquelier.

Present: Kim Harding, Pam Jensen, Diane Loram, Candace Masquelier, Mark Thurn, Kevin Van Pelt, and Brad Windschill
Also attending: Manager Lisa Titmas.

Pledge of Allegiance

Meeting Minutes:

Motion by Kevin Van Pelt to approve the regular board meeting minutes from February 14, 2019. Unanimous

Motion by Mark Thurn to approve the study session minutes from March 7, 2019. Unanimous.

Election Update– Doug Spencer

Mr. Spencer acknowledged electronic ballot issues and stated that the issues have been resolved. The transition to electronic balloting had been challenging but it is working. Electronic and manual ballots are being received. Ballot deadline is March 19th at 4:00 PM.

TREASURER’S REPORT – Kim Harding

For the month of February, 2019, on the Statement of Operations, total operating revenue for the month was \$184,316.08 with a variance above budget for the month of \$18,638.58. Current expenses for the month are \$179,915.64. We have net surplus of \$4,400.44. On the Reserve and Capital Fund Statement the budgeted reserve allocation for 2019 was pre-paid in January. Allocation to the capital contribution fund was \$9,600.00. Total revenues were \$16,947.53. Expenses for the month were \$511.85. Bank accounts and investments are reconciled for the month. As of February 28th, there is an Operations Fund balance of \$1,437,077.14. The Reserve Accounts have a balance of \$1,118,569.99.

SECURITY REPORT – Mark Thurn

A total of 84 open garage doors reported in February. Four instances of RV's or trailers parked on the street beyond the 48-hour parking restriction. Mr. Thurn also reported on a golf cart accident within the village and the perimeter wall damage on Baseline.

COMMITTEE REPORTS

Architectural Control Committee (ACC) – Kevin Van Pelt

For the month there were 26 letters of approval issued, 5 letters of violation, 1 letter of second violation and 2 letters of intent. A total of 19 properties changed ownership during the month. Mr. Van Pelt shared a recommendation to apply pre-emergent herbicide and to arrange for a summer caretaker for seasonal residents.

MANAGER'S REPORT – Lisa Titmas

Association Manager, Lisa Titmas, shared her report.

PRESIDENT'S REPORT – Candace Masquelier

HOA President, Candace Masquelier, shared her report.

NEW BUSINESS

Security Access System – Mark Thurn

Ongoing topic. Mr. Thurn reported bids received were reviewed with vendors. Some revisions were requested. A map of proposed doors for the system was distributed to BOD members. Vendors will be invited to a future meeting for BOD and resident questions.

Live Streaming – Ed Zarr and Marvin Fretwell

Mr. Fretwell explained the live streaming process. He asked the board to consider adding live streaming capabilities in the auditorium and Oakwood Room as outlined in a proposal prepared by an Ad Hoc Committee. The cost to add live streaming in the auditorium is estimated to be \$700.00. The estimated cost to add streaming capability from the Oakwood Room \$4,000.00. The Oakwood Room cost is higher due to new equipment requirements. The ongoing cost for streaming access is \$45.00 per month. The committee will work with Ms. Titmas and Mr. Ted Ferrell, the SVE maintenance supervisor, to establish policies/procedures for using the live streaming process.

Financial Update – Kim Harding

- In March we started using Chase Bank Bill Pay. This allows us to pay invoices electronically after two BOD officers review and approve the invoices.
- 2019 Association dues update. Less than \$30,000.00 outstanding.
- \$100,000.00 was transferred from operations to the Capital Reserve Fund as approved at the November 15, 2018 meeting.
- Preparation for the 2018 financial audit is in process.

CONTINUING BUSINESS

Memorial Donations and Rental Policy – Diane Loram

Ms. Loram reported that policy/procedure drafts are being created and research continues to gather additional information.

Architectural Control Committee (ACC) Policies and Procedures – Kevin Van Pelt

Mr. Van Pelt explained that the ACC is recommending the BOD approve a document formalizing their procedures. The document has been in progress for several years; the document does not represent a change in policy/procedure. The document simply puts in writing policy/procedure as currently implemented. The document was read in its entirety (approximately 27 minutes).

Block Watch Ice Cream Social – Pam Jensen

Ms. Jensen invited residents to the social on April 3rd, 2019 from 1:00 to 3:00 PM in the auditorium.

Adjournment: 10:28 AM by President Masquelier.

Submitted by:

Brad Windschill
Secretary, SVE HOA

Open meeting following adjournment.