

DRAFT

SUNLAND VILLAGE EAST ASSOCIATION
BOARD OF DIRECTORS REGULAR BOARD MEETING
Thursday, May 10, 2018
Auditorium

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

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 Pam Jensen to approve the regular board meeting minutes of April 12, 2018.
Unanimous

Motion by Mark Thurn to approve the study session meeting minutes of May 3, 2018.
Unanimous

TREASURER'S REPORT – Kim Harding

For the month of April, 2018, on the Statement of Operations, total operating revenue for the month was \$167,649.71 with a variance above or below budget for the month of \$13,305.96. Current expenses for the month of April are \$126,463.49 showing a surplus net income of \$41,186.22. On the Reserve and Capital Fund Statement, there was a monthly budgeted reserve allocation of \$0.00 as the amount was pre-paid in January and a capital contribution of \$15,750.00. Total revenues were \$15,050.69. Expenses for the month were \$166,654.87. Bank accounts and investments are reconciled for the month. As of April 30th, there is an Operations Fund balance of \$1,597,921.39. The Reserve Accounts have a balance of \$1,169,709.59.

SECURITY REPORT – Mark Thurn

175 open resident garage doors reported in April; one car door left open parked in a driveway. 15 instances of RV's or trailers parked on the street beyond the 48 hour parking restriction. Mr. Thurn again reminded residents to close and lock doors. There was a reported theft of tools and a golf cart from a resident that did not secure his property.

COMMITTEE REPORTS

Architectural Control Committee (ACC) – Kevin Van Pelt

For the month there were 27 letters of approval issued, 14 letters of violations, 0 letters of second violations and 3 courtesy letters sent. A total of 25 properties changed hands during the month. After several years on the ACC, member Jim Mayberry resigned. Thank you Jim for your service. If anyone is interested in putting their name in for consideration to the ACC, please submit a letter of interest to the Association Office.

LRPC Pool Enhancement Committee – Diane Loram

Ms. Loram reported that the committee will be exploring options for pool area enhancements. Members are, Autom Underwood (committee chair), Darlene Dalley, Kathy Fackrell and Diane Loram (BOD liaison).

MANAGER’S REPORT – Lisa Titmas

Association Manager, Lisa Titmas, shared her report.

PRESIDENT’S REPORT – Candace Masquelier

HOA President, Candace Masquelier, shared her report. Ms. Masquelier informed residents that several BOD members will be at remote locations during the summer. These members will attend meetings and work on behalf of SVE remotely.

NEW BUSINESS

Auditorium audio/visual system enhancements were discussed. Motion by Brad Windschill to approve the bid of \$21,390 from AVCS to upgrade the auditorium system. Unanimous.

Auditorium electrical upgrades were discussed; there has been an ongoing issue with overloaded circuits during events. Manager, Lisa Titmas reported that 2 bids to correct the issue have been received. Both bids were under \$5,000.00. The plan is to complete the work this summer.

Financial Recommendation: Mr. Harding, BOD treasurer, recommended a transfer of \$200,000.00 to provide funds to meet previously approved 2018 budget expenditures. The BOD has approved contracts for \$557,568.65.

Motion by Mr. Harding. I move we allow our accountant to transfer a total of \$200,000.00 from the operations account into our capital reserve replacement funds. \$100,000.00 which will come from the non-investment of the 5th year CD investment tier and the other \$100,000.00 to come from non-budgeted funds not utilized over the past few years within our operations budget. Unanimous.

Fitness Center Policy Procedure – Diane Loram

The SVE Housekeeping team has requested closure of the Fitness Center for 2 hours per week to complete more complete cleaning of the facility. The BOD discussed this request at the May Study Session. The BOD supported this request on a trial basis. SVE office will communicate with residents via the Outlook and posted signs at the Fitness Center.

Ms. Loram made the following motion: From June to September 2018 the South Fitness Center will be closed on Tuesday and Thursday from 11:30 AM to 12:30 PM to evaluate the effectiveness and impact of the new cleaning schedule. Unanimous.

Fiber Arts Building Committee: The BOD supports the formation of a building committee, as per past practice, to provide guidance, recommendations and feedback to the BOD as the option to construct a Fiber Arts Center is explored. Interested residents should submit a letter of interest to the Association office.

CONTINUING BUSINESS

Tennis – Roger Betts

Concrete for the first 2 courts poured this week. Everything is progressing as expected. The contractor has been excellent to work with on the project.

SVE Budget/Project Request Guidelines – Brad Windschill

The BOD is working to create a user friendly document to guide residents that want to request funding for SVE enhancements and projects. A draft should be available at the June meeting for resident review.

Adjournment: 9:54 by President Masquelier

Submitted by:

Brad Windschill
Secretary, SVE HOA