**Sunset Cove COA**

**Property Owners & Board of Directors Meeting**

**March 18, 2023 9:00 A.M.**

* **Call the Meeting to Order: Bill Lyons**
* **Roll Call**: Mary Anne Burleson

Bill Lyons, Russell Walster, Joe Mulick, Val Mitchem present. Nic Neumann, Dave Schwend and Dave Kunze were absent. COA Admin Mary Anne Burleson was present.

* **Call for approval of minutes of November 19, 2022 Board Meeting**: Joe Mulick

Motion made to approve the 11/19/22 meeting minutes. Seconded. All members approved.

* Last call for Board Resumes to replace two positions expiring this term (Lyons & Kunze). No resumes received except for Bill Lyons and Dave Kunze. Therefore both men will remain on the Board for another 3 years effective 4/22/2023.

**New Owners: Bill Lyons**

* None since last meeting

**Treasurer Report**: Bill Lyons for Dave Kunze

* Common Budget Checking – $35,228
* Multi Budget Checking – $51,795
* Common Reserve Checking – $54,614
* Multi Reserve Checking – $18,185
* Petty Cash - $50
* Total Cash - $159,872

**Financials**: Bill Lyons for Dave K

* February and YTD Financials – expenses on target with Budget
* Line of Credit – we obtained a LOC of $100,000 to finance projects as needed. Great Southern Bank provided the LOC

**Legal**: Russ Walster for Nic Neumann

* Nothing to report

**Insurance**: Bill Lyons for Nic Neumann

* We recently completed our annual Workers Comp Audit with no issues. Mary Anne did a good job managing this process.

**WWTP**: Russ Walster for Nic Neumann

* 4th quarter DNR sample results were good. 1st quarter samples will be submitted in the coming weeks. The plant if operating without issues at the present time.

**Water Committee**: Bill Lyons

* Getting ready for peak season consumption. We are spending $90,000 per year to Stone Cty Water District for water for our community.
* We will be closely monitoring for sprinkler and irrigation leaks this season.

**Grounds:** Bill Lyons for Nic Neumann

* New vegetation – more shrubs vs flowers in our beds to reduce overall costs and maintenance.
* Clubhouse Lawn – received a quote from True Green Lawn service for weed control, fertilization and a lime treatment for the clubhouse lawn. This will include the area across the street. The cost for this service will be approximately $1600.
* Clubhouse landscaping – awaiting a quote from Earth Art for some improvements to our landscaping in front and west side of the clubhouse. More details to follow once a quote if obtained.

**Common Area & Roads:** Bill Lyons for Dave Schwend

* Road sealing for 2022 was completed. Plans for 2023 projects should include the entrance/exit roads, Monterey to the helipad, the road in front of the 4 condo buildings, clubhouse, path to the docks and the 2 townhomes and Bldg 5. The estimate cost for this work by Coltrane will be $13,000.
* Back Parking Upgrade. The gravel area behind the clubhouse is going to be expanded and paved with concrete. This is needed to give folks better access to the pool area without walking thru the lobby, down the stairs and thru the TV room.
* Swimming pool pump and filter. The pump (dated 2007) needs to be replaced and the sand filter housing is cracked. We have reached out to several pool companies in the area and we are waiting to hear back from them when they can come out and replace these items.
* Completed Common Projects:
  + Gate repair and powder coating & Optimum phone upgrade
  + Swimming pool painting & clean up
    - Heaters, & LED Lights savings: Jan – Mar billing, saved $2,200 ($733/month) plus rebates of $1,658
  + Steam Room repair
  + Sauna Room conversion to a storage closet
  + Front sidewalk
  + Back Deck repair/leveling of pavers

**Multi Committee**: Joe Mulick & Val Mitchem

* Painting of the lakeside of the 5 condo buildings will begin as soon as the weather breaks (no freezing temps overnight). Painters will start on Bldg 4 and work down to Bldg 1 then move to Bldg 5. A lift will be rented to reach those areas of the buildings not reachable by ladders. Owners will be asked to move furniture and other property away from the walls on their decks.
* With the time change, please be reminded to change the battery in your smoke alarms

**Homes:** Russ Walster

* There are three homes under construction at this time. One of the homes is complete but working on landscaping to finish.

**Corp of Engineers:** Bill Lyons:

Nothing to Report

**COA Admin:** Mary Anne Burleson

* Aging Report: All owners are current thru 30 days with the exception of one. Mary Anne will begin sending out notices to this owner.

**New Business:**

* Cardboard – Please continue to take any cardboard to the recycling bin
* Work Orders – Please do not call Paul, please fill out a Work Order at the office or on line.
* Annual Owners Meeting/Socials
  + Friday April 21 – Taco Bar & DJ – 5:00PM – till ?
  + Saturday April 22 Board Meeting – Coffee, OJ, Fruit, Donuts – 9:00AM
  + Saturday April 22 – Big D’s and DJ – 5:00PM – till
  + Cost will be $20.00 per person for all three events.

**Owner Board Meeting Dates for 2023:** March 18, April 22, June 24, October 7, November 18

**2024Budget Meetings/Critical Dates: (some dates could possibly change)**

* August 14 – pull QuickBooks info (need financials completed thru July)
* September 8 (Friday) – Executive Board meeting to review with preliminary approval of budget
* September 16 (Sat) – 8:30 –11:30 – Budget review for Multi-Owners, Single Family Homes,& Lots
* October 13 – Mail final budget to all owners for review and vote
* November 18 (Owners Board Meeting) – Tally budget vote

**Adjourned:**