Board of Directors
Sunflower Village Homes Association

BOARD MEETING OF THE BOARD OF DIRECTORS
Wednesday, September 16, 2020 AT 7:00 PM – Approved 10/21/2020

Members: Pres. Ron LeTourneau, Vice Pres. Jeff Barszcz, Dir. Barbara Carson, Dir. George Kruczek, Dir. Bob Parker, Dir. Nate Rebeck and Dir. Gretchen Harrington

Present: Ron LeTourneau, Jeff Barszcz, Gretchen Harrington, Barbara Carson, Bob Parker, and Nate Rebeck

Absent: Pam Turek and George Kruczek

Also Present: Dorothy Pape (Acting General Manager), Beth Myers (General Manager in Training) and Ken Zakalowski (Maintenance Manager)

Meeting called to Order by: Ron LeTourneau at 7:05 pm

HOMEOWNERS – none – COVID19 restrictions of 10 people inside

APPROVE MINUTES: <u>August 19, 2020 Board Meeting Minutes. Motion made by: Barbara Carson, Supported by: Jeff Barszcz. All in Favor: Motion Carried.</u>

REPORTS
  A. President
- Nothing to report
  B. **General Manager**
- Clubhouse remains closed at this time due to Covid.
- The Fall Trivia night and Garage Sale were cancelled due to COVID.
- Trunk or Treat has been reworked as a backwards Treat in the Trunk event.
- As of today, 24 homeowners have not paid their dues in full. Three lots will receive a lien if they do not pay by October 1.
- There will be five two-year board positions open in the November election.
- The bylaw amendment passed. Approximately 30% of eligible homeowners submitted ballots with 476 ballots being cast. 351 were in favor/125 ballots were in opposition, with the amendment passing with a 73.7% approval.
- The office contract with Ricoh for equipment rentals is up for renewal. The office will receive additional bids before renewing.
- Nate Rebeck moved from Asst. Treasurer to Treasurer, for the remainder of 2020.
- State Senator Dayna Polehanki's office has been contacted to assist us in closing an unjustified unemployment claim.
  C. Maintenance
- Monthly preventative maintenance was completed at both clubhouses.
- Wayne is in the process of cleaning out the garage.
- Plumberz was out on Sept 15 to begin the process of removing calcium build-up from the backwash drain pipe at Gainsborough.
- Pest Masters was called to remove a Black Faced Hornet's nest.
- Clearwater pools has been contracted to replace both leaking filters at the Gainsborough pool and replace the breaking tile and coping stones at the Hanford pools.

- Parris Construction will be providing an updated quote for the Gainsborough shower room floor project.
- Art's Tree Service was called to look at tree issues on Glenhurst, Merrie Park and the east side of Gainsborough Clubhouse. Two areas will require trimming.
- Clean Cut walked the commons area and is sending a proposal to replace the eleven trees that have been removed.
- **Motion made by Jeff Barszcz to increase the maintenance manager's allowance to $1000 over discretionary spending for completion of the Gainsborough plumbing job. Supported by: Bob Parker, All in Favor: Motion Carried.**

D. **Treasurer**
  - Budget is on track.
E. **Newsletter**
  - September newsletter has been delivered, November's edition has been started.

COMMITTEE REPORTS

A. **Communications Committee**
  - Website is being worked on to add the Board Meeting Minutes
B. **Social Committee**
  - Trunk or Treat is a go as Treat in the Trunk
C. **Common Grounds Committee**
  - Refer to Maintenance Manager's report for proposal on tree replacement.
  - Looking into getting quotes to edge along the paths at Hanford and Gainsborough.
  - Bubbles near bridge to be fixed on the track.
D. **Sign Committee**
  - Solar Panels have been raised off the ground at the Beck/Warren sign.
  - Reliable will be contacted to replace plants at the Beck/Warren sign.
E. **Road Committee**
  - The 2020 road replacement project for the subdivision has been completed.
  - Sidewalk repair bills will be mailed to homeowners the end of October.
F. **Snow Removal**
  - Too early to purchase road salt.

OLD BUSINESS

NEW BUSINESS

ADJOURN: Motion made by: Barbara Carson, Supported by: Jeff Barszcz, All in Favor: Motion Carried