

**Board of Directors**  
Sunflower Village Homes Association

**BOARD MEETING**  
**Wednesday, November 18, 2020 AT 7:00 PM**

**Trial Platform: With Zoom (Total of 37 with Board Members)**

**Members:** Pres. Ron LeTourneau, Vice Pres. Jeff Barszcz, Sec. Pam Turek, Treas. Nate Rebeck, Dir. Barbara Carson, Dir. George Kruczek, Dir. Bob Parker, Dir. Gretchen Harrington, Dir. Chuck Lang and Dir. Bill Meeks

**Present:** Ron LeTourneau, Jeff Barszcz, Barbara Carson, Bob Parker, Nate Rebeck, Chuck Lang Pam Turek, George Kruczek, Bill Meeks and Gretchen Harrington

**Absent:** None

**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 7:00 pm

**HOMEOWNERS:** There were 27 attending on Zoom.

**GENERAL MEETING:**

The board president presented the State of the Village which outlined the year's accomplishments. The full report is available in the office and will be printed in the January newsletter. (See attached report).

**HOMEOWNER Q&A**

Questions :

Jennifer Zahler: Q: Why not make an honest effort and get our own zoom account?

A: The board will take it under consideration.

Chris Spangler : Q: Can dues be paid on-line?

A: Not at this time - it is cost prohibitive to allow this service.

Comments:

Several residents indicated they appreciated the opportunity to participate via Zoom.

One homeowner, Kevin, is willing to assist with setting up Zoom.

**BOARD MEETING:** Called to order at 7:18 p.m.

**APPROVE MINUTES: October 21, 2020 Board Meeting Minutes. Motion made by: Barbara Carson, Supported by: Bob Parker, All in Favor: Motion Carried.**

Abstain: Gretchen Harrington and Bill Meeks

**REPORTS**

**A. President**

- No additional report

**B. General Manager**

- The office has begun cancelling December rentals and refunding deposits. 15 rentals will be cancelled.
- 2020 Dues: As of today, 18 homeowners have not paid their dues (compared to 19 as of this time last year).
- 2021 Dues: Invoices will be mailed in early December and are payable January 1 – March 1 without a penalty. Office staff is working on the mailing. Dues will remain at \$270.
- Board meeting for December is the 9<sup>th</sup>.

## **C. Maintenance**

### **Work Completed at Hanford Clubhouse:**

- Monthly PM and delivered newsletters to Area Reps.
- Met with the Canton Fire Department about the Cintas deficiency reports. Advised the work was completed on the Hanford deficiency report.
- American Sprinkler winterized the lawn sprinkler system.
- Installed a new horn/strobe outside front entrance for the fire alarm system.
- Reset outdoor lighting timers.
- Yellow Rose completed tuck pointing of sill stones and reset loose stones outside Hanford.

### **Work completed at Gainsborough Clubhouse:**

- Monthly PM and delivered newsletters to Area Reps.
- Cintas completed work on fire sprinkler system deficiency report.
- American Sprinkler winterized lawn sprinkler system.
- Installed new door sweeps on men's and women's shower room exterior doors.

### **Pool Issues:**

- New tile, coping stones, skimmer baskets, marcite, and caulking were installed at both Hanford pools.
- Refilled the Hanford pool and ran the system for two weeks which allowed the marcite to cure.
- Removed leaves and debris following two big wind storms.
- Both pools have been winterized and are now covered.

### **Gainsborough backwash drain issue:**

Metro Sewer was able to insert a camera into the drainage system and identified the source and location of the blockage. With a chain knocker they were able to punch through to the storm sewer and push out the blockage that was stuck at the end of the drain pipe.

### **Gainsborough Floor Project:**

Structural engineer was at Gainsborough to revisit the flooring project. The report was received and forwarded to Parris construction so they can revise the bid. It is anticipated work on this project will begin in December.

Clean Cut spent a day removing leaves and cleaning up the landscaping areas.

## **D. Treasurer**

- Budget is on track.
- No issues with the Capital Reserve fund.

## **E. Newsletter**

- January's newsletter has been started. Waiting on 2021 Ad contracts to come in.

## **COMMITTEE REPORTS**

**A. Communications Committee**

- Look into Zoom for future meetings

**B. Social Committee**

- Due to COVID-19 there are currently no social activities planned.

**C. Common Grounds Committee**

- Maintenance Manager worked with Clean Cut on tree replacement and leveling.
- Bubbling on the walking track near the bridge needs to be checked again.
- Landscaping for the Children's Memorial Garden will be addressed in the spring.

**D. Sign Committee**

- Work on the signs has been completed. Sign Committee will be removed from future agendas.

**E. Road Committee**

- Board is interested in participating in the next round of road improvements should the opportunity present itself.

**F. Snow Removal**

- Eighty tons of salt will be purchased and stored. Used 180 tons last year. We have the ability to acquire more salt if needed.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ADJOURN: Meeting adjourned at 7:39 p.m. Motion made by: Barbara Carson, Supported by: Chuck Lang,**

**All in Favor: Motion Carried**