

**Board of Directors**  
Sunflower Village Homes Association

**BOARD MEETING AT CLUBHOUSE AND ZOOM**  
**Wednesday, February 17, 2021 AT 7:00 PM**

**Members:** Pres. Jeff Barszcz, Vice Pres. Bob Parker, Treas. Chuck Lang, Asst. Treas. Melissa Lichtman, Sec. Pam Turek, Dir. Barbara Carson, Dir. Gretchen Harrington, Dir. Khalil Kandah, Dir. Bill Meeks, Dir. Patrick Mulcahy, and Dir. Mary Waxer-Leto

**Present:** Jeff Barszcz, Barbara Carson, Gretchen Harrington (on Zoom), Khalil Kandah, Chuck Lang, Melissa Lichtman, Bill Meeks, Patrick Mulcahy, Bob Parker, Pam Turek, and Mary Waxer-Leto

**Absent:**

**Also Present:** Beth Myers (General Manager), Dorothy Pape (Asst. General Manager)

**Meeting called to Order by:** at **7:00pm**

**HOMEOWNERS:** 5 Residents attended via Zoom; Rich Downing, Nate Rebeck, Ron LeTourneau, Tom Nagle, Pat Parks.

Questions asked by Homeowner:

After homeowner time can questions be asked? Answered "No"

Was this meeting open for homeowners to attend? Yes, on Zoom Only

Why was a name omitted from the ballot? Will look into reason and respond accordingly.

Names of committees? See website

Would like to know about an Ethics committee? An ethics committee is not necessary. All board members have agreed to abide by the Code of Conduct.

Asked about Transparency? Minutes are posted on the website following approval.

**GENERAL MEETING:**

**APPROVE MINUTES: January 20, 2020 Board Meeting Minutes. Motion made by: Barbara Carson, Supported by: Bob Parker: All in Favor: Motion Carried.**

**REPORTS**

**A. President**

- Welcomed everyone attending via Zoom. Mentioned this was the first time the entire 2021 board could meet in person.

**B. General Manager**

- Clubhouse is not open for rentals due to COVID restrictions.
- Coming Events – March events cancelled due to COVID restrictions. Hoping to still hold other spring events:

May 13-15 – Spring Garage Sale

May 29 – Pools Open at Noon

- 2021 Dues - As of 2/11, 1,022 (60.7%) have paid their 2021 dues, which is ahead of 2020.

- The office is requesting a plan of action for reopening the clubhouse when it becomes possible. The book club, girl scouts and cub scouts are all inquiring if they can start meeting.
- Beth is signed up for the CPO class in March.
- Our bank will be requiring us to convert to an Automatic Teller system vs. making in-person check deposits at the Bank. This has not been scheduled yet – conversion will most likely happen in April.

### C. Maintenance

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

- Completed monthly preventive maintenance and checked the clubhouse for problems weekly.
- Recycling was dropped at Tonda.

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

- Completed monthly preventive maintenance and checked the clubhouse for problems weekly.
- Removed snow from the sidewalks multiple times.
- Installed a new astronomic outdoor lighting timer for coach lights and parking lot lights.
- Raised the gate to the pool area as the gate lock was not engaging.
- Monitored and photographed work in progress for the floor project.
- Purchased materials needed for repair work.

#### **Gainsborough Floor Project:**

Work has commenced on the Gainsborough flooring project. The damaged flooring, support beams and surrounding duct work has been removed, and new support beams are being installed.

### D. Treasurer

**Motion made by: Jeff Barszcz to approve treasurer's report as of 2/15/2021, Supported by: Bob Parker. All in favor. Motion carried.**

### E. Newsletter

- Newsletter is completed and will be sent to the printer on Thursday.
- It was reiterated the newsletter is a legal notice and is required per the by-laws.

## COMMITTEE REPORTS

### A. Communications Committee

- Committee Findings  
Now that we are offering BOD meetings via Zoom, the Meeting ID and passcode will be posted on the Events & Information Facebook page and on the bulletin board page of the website.
- Committee Recommendations

The communication committee will continue to assist residents with changing their name upon entering the meeting. They have created a document that outlines the expectations which will be viewed upon entering the meeting.

**B. Social Committee**

- Children can create a paper Shamrock and submit a photograph to the office. The office will then randomly select submissions (or multiple) to be shared on the Sunflower Events and Information page. The social committee is considering a similar event for each month. This is a cost-free event.
- Social Committee is looking into the cost/options for a virtual Trivia Night.

**C. Common Grounds Committee**

- Nothing new at this time.

**D. Roads Committee**

- Committee will advise when information becomes available on the 2022 program.

**D. Snow Removal**

- Snow removal company did an outstanding job clearing the snow. North side of the sub was completed first allowing time for the trash trucks and cans to be cleared before completing the South side.
- Snow removal contract is up for renewal. Bids will be accepted from any qualified company – one board member had a recommendation for a snow removal company, which will be entertained.

**OLD BUSINESS**

- None

**NEW BUSINESS**

- Resident with questions regarding the pools this summer was advised to contact the office for additional information.

**ADJOURN: Meeting adjourned at 7:44 p.m. Motion made by: Barbara Carson, Supported by: Melissa Lichtman, All in Favor: Motion Carried**