

**Board of Directors
Sunflower Village Homes Association**

**GENERAL BOARD MEETING in person and ZOOM
Wednesday, June 16, 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, Chuck Lang, Barbara Carson, Gretchen Harrington (on Zoom), Khalil Kandah, Melissa Lichtman, Bill Meeks (on Zoom), Bob Parker, Pam Turek, Mary Waxer-Leto and Patrick Mulchy

Absent: Everyone present

Also Present: Beth Myers (General Manager), Dorothy Pape (Asst. General Manager), and Ken Zakalowski (Maintenance Manager)

Meeting called to Order by: Jeff Barszcz at 7:02 p.m.

HOMEOWNERS: There were no homeowners attending in person.

HOMEOWNERS ON ZOOM: Two homeowners attended via Zoom.
Nate Rebeck and Kyle Cutler

Request from the Board: When on Zoom the homeowner needs to be recognized before speaking.

GENERAL MEETING:

APPROVE MINUTES: May 19, 2021 Board Meeting Minutes. Motion made by: Barbara Carson, Supported by: Bob Parker. All in favor: Motion Passed

Abstain:

REPORTS

A. President

Pools are doing well.

B. General Manager

1. Rentals: Clubhouse rentals resumed – first rental was June 12.
Five rentals scheduled for Hanford in June
One rental scheduled for Gainsborough in June

Attorney has not sent a COVID waiver to us so we have not had anyone complete one. We are advising all renters that we are collecting an additional \$25 per rental for a sanitizing fee.

Phone In Vote: Motion for the additional \$25 charge per rental for sanitizing/disinfecting the kitchen (handles and counters), both bathrooms (handles and counters) and all table tops between rentals.

Motion passed by: All Board Members

2. Coming Events:
Water Olympics – Saturday, August 7

The lifeguards would like to have a water Olympics for the children of Sunflower – ages 6-12. They will coordinate the games using materials we already have. Cost will be minimal – perhaps medals and rocket pops for everyone (pops come to .18 per pop). Duration of event will be about 2 hours.

Motion made by: Bob Parker to provide a limit of \$200 for the Water Olympics . Supporter by Melissa Lichtman. All in Favor: Motion passed

3. 2021 Dues

1644 (97.7%) have paid their 2021 dues. 43 not paid in full (2.3%). Six are on payments plans. Six homeowners are on attorney payment plans or currently involved in lien process. Seven owe late fees only. 19 owe \$375 for this year, and five homeowners have been sent a lien warning letter.

4. Directory: Information for the directory will be submitted to Cathedral by July 6.

5. Incident at Hanford pool – 4 non-resident juveniles jumped the fence and dove into the pool after hours. Police were notified.

6. Preliminary annual audit results have been returned and once again there are no errors or discrepancies in our performance.

7. We want to recognize some of the outstanding achievements of our lifeguards:
- Thank you to Trent for stepping up to assist with the vacuuming of the pools and training of the other guards, Emilee for taking the lead on our swim lesson program and Alaina, Josh and Andrew for swimmer assists.

C. Maintenance

Work Completed at Hanford Clubhouse:

- Check pool operations daily, including testing pool water in both pools for correct chemical balance and adding chemicals as required.
- Maintained shower rooms for the season.
- Replaced ink ribbon in the time clock in lifeguard room.
- Started lawn sprinklers for the season.
- Met with the state boiler inspector to inspect the pool heater.
- Completed monthly PM (preventative maintenance) sheet.

Work completed at Gainsborough Clubhouse:

- Check pool operation daily, including testing pool water in both pools for correct chemical balance. Add chemicals as required.
- Horton Plumbing repaired water leak on domestic hot water supply lines and replaced a bad backflow preventer on the backup water driven sump pump line in the pump room.
- Maintained shower rooms for the season.
- Cleaned both A/C condenser coils on outside of the building.
- Installed the window air conditioner into the lifeguard room, cleaned the evaporator coils and filter element.
- Installed a wedge anchor and tighten down bolt for step handrail.
- Trimmed the woods behind Gainsborough, path to back common area for lawn mower access.

Fencing:

Superior Fence is completing work on the fence around the Gainsborough pool.

Warren and Beck Sign:

Notified Vivid Landscaping that the lights are not working at the monument sign on Beck. Suspected cause is the controller.

- Carpet at Gainsborough is being cleaned and damp spots are being monitored.
- Set the timer on both pool decks for lighting.

D. Treasurer

Motion made by: Barbara Carson to approve treasurer's report as of 06/10/2021, Supported by: Gretchen Harrington. All in favor. Motion carried.

D. Newsletter

Going out Friday 6-18 or early next week. Area and Zone Reps are needed for July 1st. Mary Waxer-Leto will try to get the reps to pass out newsletters.

COMMITTEE REPORTS

A. Communications Committee

Meetings are now open for in-person attendance. Suggestions about Zoom or any other communications please call office.

B. Social Committee

Working on plans for a July 4th bike parade.

Motion made by: Bob Parker for a budget of \$175 for the bike parade. Supported by: Mary Waxer-Leto, All in Favor: Motion Carried.

Opposed: Chuck Lang

C. Common Grounds Committee

Bushes by Gainsborough pool need trimming. Talk with call Clean Cut.

D. Roads Committee

Sunflower submitted its intention to participate in the 2022 road repair program with Canton Township. The Road Committee needs to decide where work is needed and if joint crack and seal is an option. Notify the township if you see a low street drain. That will be repaired.

OLD BUSINESS

None

NEW BUSINESS

None

ADJOURN: Meeting adjourned at 7:54 p.m. Motion made by: Barbara Carson,

Supported by: Bill Meeks, All in Favor: Motion Carried