

Board of Directors
Sunflower Village Homes Association
Hanford Clubhouse
GENERAL BOARD MEETING
Wednesday, November 30, 2022, AT 7:00 PM

Members: Pres. Khalil Kandah, Treas. Melissa Lichtman, Sec. Pam Turek, Dir. Barbara Carson, Dir. Jeff Barszcz, Dir. Patrick Mulcahy, Dir. Mary Waxer-Leto, Dir. Omar Hashwi, Dir. Lori Rysdorp and Dir. Chico Rodriguez

Present: Khalil Kandah, Melissa Lichtman, Pam Turek, Jeff Barszcz, Lori Rysdorp, Barbara Carson, Omar Hashwi, Pat Mulchy, and Chico Rodriguez

Absent: Mary Waxer-Leto

Also Present: Jennifer Lewis (Office Manager), Elizabeth Miller (Asst. Manager) and Ken Zakalowski (Maintenance Manager)

Meeting was called to Order by Khalil Kandah at 7:01 p.m.

HOMEOWNERS - 10 Minutes –10 residents present

Giles Ziolkowski – Advice about homeowners with trailers parked in their driveway and Hazardous sidewalks.

Brian Howes - Election results and about dues going up. What will happen?

Gary Tsiang – Language in the newsletter could be better? Rental availability.

APPROVE MINUTES: Minutes for October 19, 2022 approved by e-mail.

Abstain: Patrick Mulcahy

REPORT:

STATE OF THE VILLAGE
By Khalil Kandah 2022 President

Greetings residents,

2022 saw many positive changes in how our association operates and communicates with residents.

- We have implemented a monthly email newsletter that has helpful up-to-date information. If you haven't registered, I recommend registering your email with the office to get you on the email distribution list.
- Aiming for an improved newsletter that includes abbreviated treasurer's reports and is better laid out.
- We have made improvements to our website, www.sunflowercanton.com the website includes past newsletters, treasurer's reports, and meeting minutes. There is relevant up to date information on our website and I encourage residents to look at it.
- We started accepting credit cards this past spring for dues, clubhouse rentals, and swim lessons.
- We have this year instituted electronic voting. While we have yet to see how successful this is, we will make tweaks and changes as needed to improve our voting process.
- 2022 also saw fun events that our Social committee put together. We had a successful Summer picnic after a 3-year hiatus. We also held a fun-filled Halloween Trunk or Treat for your young residents. We partnered with the girl scouts and hosted an Easter Egg hunt. We continue to hold our annual garage sales and we are planning a murder mystery night in 2023. Our Social committee works hard at coming up with ideas for enjoyable events. Please reach out if anyone has any suggestions for future events.

- Our pools were opened fully staffed and with longer hours during 2022. We had minimal disruptions during swim season.

We made road improvements on the North side of the subdivision using the township's local road improvement program. We are funded in this program through 2025. We will see more road work in the calendar years 2024 and 2025.

We are so far on budget and should be able to make our 2022 reserve contribution.

I would like to give a word of gratitude to Bob Parker. Bob has served on the board for over 10 years and has had a big hand in getting Sunflower to participate in the road improvement program. He has also and continues to be our liaison to the township and our snow and salting contractor. He is always willing to step up for Sunflower in various capacities. He has made a positive impact on our community, and we are very grateful for his service.

I would like to encourage homeowners to volunteer on various committees. Events wouldn't be possible without volunteers. I also encourage homeowners to communicate with the board and office and give feedback.

Sunflower Village is and will continue to be a great place to live. We wish all a wonderful Holiday season and a prosperous 2023. Thank you.

A. General Manager Report

Rentals for November - parenthesis are 2021 figures

	Gainsborough	Hanford
\$275,00	0 (1)	6 (2)
\$175.00	0 (0)	0 (0)
Civic Rentals	0 (0)	1 (1)
Scout Rentals	14 (12)	- ()

- \$50.00 spot cleaning for 10.22.22
- \$50.00 spot cleaning for 10.28.22
- \$120.00 carpet stains for 10.29.22
- \$120.00 carpet stains for 11.5.22

Coming Events:

- December 14: Board Meeting
- December 17: Holiday Lights Decorating Contest

Dues: 2022

Dues: 2021

1662 Homeowners PAID
 1 Payment Plan
 5 Liens

1658 (98.5%)
 4 Payment Plan
 7 Liens

Invoices will be printed and mailed by December 20.

Election Results:

- Rich Downing
- Khalil Kandah
- Melissa Lichtman
- Wilson "Bill" Muse
- Mary Waxer-Leto

Congratulations to everyone.

B. Maintenance Manager - Ken Zakalowski

Weekly check of both clubhouses for problems.

- Monthly preventive maintenance was completed at both clubhouses.
- Clubhouse rental checklists were completed after rentals at both clubhouses.
- Replaced the humidifier filter panels on the furnaces at both clubhouses.
- Replaced the 9-volt batteries in all the electronic door locks.
- The tennis and pickleball courts were closed. Nets and posts were put in storage and courts were locked up.

Gainsborough:

- Replaced the broken light fixture lens cover in the basement.
- Replaced flickering fluorescent light bulbs in the women's shower room, and also cleaned the lens covers in both shower rooms.
- Install a new LED light fixture in the men's utility room.
- Replaced the broken and missing parts of the path lighting with new units.
- Install door stops on the first floor and basement men's restrooms.

Hanford:

- Replaced the broken light fixture lens cover in the maintenance office.
- Spot-cleaned the carpet in a few areas that were stained.
- Vacuum the complete carpet area after a rental, glitter, and food were left on the floor.

American Sprinkler winterized the lawn sprinkler system. Blew out all the water in all the lines.

Horton Plumbing came out to camera the storm catch basin near Burgundy that had a washout near it.

They found dirt and debris in the drain after about 3 feet. We dug around the washout and found the end of the pipe, it was open underground, it just ended.

Wayne and I dug out the area around the pipe, I purchased a 6 in Furnco cap and installed it on the pipe to close it off. Then purchased 1 yard of fill sand and filled in the washed-out area.

Stopped at Grecko Printing and picked up the newsletters, then delivered the newsletters to the zone reps.

Called multiple Fire Equipment service companies to get quotes on replacing the flow switch on our fire sprinkler line. Many of the companies will not work with other companies' customers.

The Canton Township fire inspector and the building inspector were out to look at the Gainsborough clubhouse regarding the certificate of occupancy. The building inspector found a lot of issues with the

building if the original COO can not be found. For example, the front stairs railings are not to code, the back stairwell is too steep, and no landing at the top, also the missing drywall on the ceilings in the pump room and furnace room. We still have the stove issue in the kitchen, and the fence around the patio may be too short. Deadbolts on certain doors.

The fire inspector found two more deficiencies, one fire heat detector came loose from the ceiling, which I already remounted, and drywall missing from under the stairwell, which I'm working on at this time, as well as there is no storage allowed under the stairwell.

I called multiple electrical contractors regarding the parking lot lights at Gainsborough and found one company that will be out on Dec. 1st to look at the problem.

I'm waiting on a call back from CintAs about antifreeze in the fire sprinkler system if it should be replaced while they replace the flow switch.

D. Treasurer – Motion to approve Treasurer Report made by: Jeff Barszcz, Supported by: Barbara Carson . All in favor: Motion Carried

Please see the report on the back page.

COMMITTEE REPORTS -

- A. **Communications Committee** –A calendar with more information from Committees in the Newsletter.
- B. **Social Committee** –Murder Mystery waiting for a date. A recommendation for the mystery is to be in January or February after the holidays. *When approved the Motion was Passed. (9-21-22)*
Motion made by: Khalil Kandah to have the Murder Mystery evening not to exceed the cost of \$700. Supported by: Barbara Carson. All in Favor: Motion Carried
Christmas Light contest. Judges will be announced when known.
- C. **Common Grounds Committee** - Ken is working on a list. Trimming of trees and bushes has been done.
- D. **Roads Committee** –Salted during the recent snow.

Credit Card Payment Plan – Wording on Authorization Form was changed. **Motion made by: Melissa Lichtman to change the wording on form, Supported by: Jeff Barszcz. All in Favor: Motion Carried**

The Next Board Meeting Wednesday December 14, 2022, will be at the Hanford Clubhouse.

ADJOURN: Meeting adjourned 7:55 p.m. Motion made by: Lori Rysdorp, Supported by: Jeff Barszcz . All in Favor: Motion Carried