

**Sun Song Condominium Association
Annual Homeowners Meeting
June 3rd, 2017 at Beaver Village Lodge**

1. **Call to Order:** President Jacki Roberts called the meeting to order at 9:59 am. Board members present were Jacki Roberts 5H, Russell Buesing 6D, and Jeff Skinner 6B.
2. **Roll Call and Certification of Proxies:** Mark Johnson and Anna Pennell from BVM were present. Mark took attendance. With proxy and present, there was a 65.2% quorum.
 - a. Present: Sara Raney and Benjamin Schmidt 1D, Fred and Barbara Glogiewicz 1F, David and Deborah Guay 2D, Clark and Marilyn Tuck 2E, Christopher Miller 2F, Stephen and Janice Nevers 3A, Joan Brown 3C, Thomas and Karen Kumar 3F, Shirley Stovall 4A, Lou and Marna Parslow 4D, Bonny and Richard Wiley 5E, Jacki Roberts and Bernie LaFleur 5H, Frank and Joni Kiesecker 5J, Russell Buesing 6D, Sidney Brugger 6E, Richard White 7A, Angela Sandstrom 7B, Holly Ann Frachetti 7D.
 - b. Proxy: Mark and Stefanie Jeffries 1B, Elizabeth Settles and Dennis Widmann 1C, Jennifer and Paul Begovac 2A, Lauren Panasewicz 2B, Brian Greffe 2C, Mark and Kimberly Wagner 3D, Randy Kreft 4C, Adam Wigdalski 4E, Kathleen Jacober and John Cravens 5D, Dana and Neil Larson 5I, Ralph Ryan 6A.
3. **Read and approve minutes from June 4th, 2016:** Richard White 7A moved to approve the minutes as written. Frank Kiesecker 5J seconded the motion. No discussion took place and it passed with a unanimous vote.
4. **Treasurer's Report as of March 31st, 2017:** The HOA currently has a CPA firm completing a review of 2015-2016.
 - a. Balance Sheet: The HOA has a strong cash position. The accounts receivables are in good shape. There are no owners over 60 days past due.
 - b. Income Statement: The income statement is presented quarterly showing the first two quarters of the fiscal year. The HOAs expenses are mostly under budget with the exception of the insurance, which was discussed later on in the meeting. The HOA has been consistently meeting the Capital Reserve Fund contribution.
5. **Budget Proposal as of October 1st, 2017 – September 30, 2018:**
 - a. The Insurance expense is going up due to an increase in building values as well as having multiple claims in the past few years. The administration account is going down with the conversion to QuickBooks and being able to email communications. The budget is adequately covering the operating expenses, so the HOA is not presenting a dues increase in the next fiscal year. Clark Tuck 2E moves to accept the budget as presented. Joan Brown 3C seconded the motion. There was no discussion on the motion and it passed with a unanimous vote.
6. **Reserve Budget:** Exterior painting for buildings 1 through 4 will be in this fiscal year, starting at the beginning of September. Buildings 5 through 7 will have their exteriors painted next fiscal year. Paving the parking lot was approved by the homeowners in the survey sent out earlier in the spring. Acord won the bid and came in at \$125,500. The HOA is on the schedule for this summer. BVM will coordinate communicating with the owners to the exact timing and instructions on where to put the vehicles. The paving will include adding culverts to address the draining.
7. **New Business**
 - a. Paving: They will pave over the culvert component and will have 4-5 sections of culverts to keep the drainage moving. The board did not hire an outside engineer, but the Board has the drawings, has a civil engineer to provide oversight on drainage. The project will

take roughly one week. Richard White 7a asked if the paving drawings matched the HOAs guaranteed one and a half parking spots that is stated in the covenants. The Board said the drawings showed it was in line with the amount of spots needed. However, owners need to enforce any person taking up too many spots or abandoned cars.

- b. **Bus Service:** Winter Park now has a transportation district managed by Michael Cook. However, Sun Song is not in the town of Winter Park or Fraser, so there is a yearly fee per unit to be on the bus route. The owners have agreed to pay this for the last few years. Sid Brugger 6E asked what the advantages or disadvantages of annexing in to the Town of Fraser would be. Discussion took place on this topic and if the HOA is on the boundary. The Board and BVM will look in to what it would take.

c. Rules and Regulations/Covenants Compliance

- i. **Firewood:** Some lodge pole pine have been cut and stripped, but they can't be left around the property. It needs to be stacked outside your unit but not on the back deck. If kept under the deck, it needs to be a few feet away, and not against, your unit's back wall. Jacki Roberts 5F will be reaching out to the insurance company to get the optimal amount of space away from the building the firewood needs to be.
- ii. **TV Dishes and other antennas:** The conversion from Comcast is finished but there are still many satellite dishes on the building. BVM will be doing an inventory to contact the owners to remove them. If they don't hear from you, they will remove them.
- iii. **Gas lines/Fireplaces:** Some owners have installed gas inserts. There is one fueled by a flex line, which is not to code. If an owner wants a gas insert, they must work with Xcel Energy to have a meter installed and work with the Board to approve the improvements. The Board will default to building codes. This, also, includes the dryer vents. They cannot go in to the crawl space and must be put outside. If it isn't done correctly, BVM will move it.
- iv. **Windows:** There is no architectural review committee to have policies in place for the exterior of your units. The Board is asking to submit a plan to them to keep a standard maintained on the aesthetic of the property.
- v. **Crawl Space/Under buildings:** There is a lot of personal property including firewood, scrap, etc. in the crawl spaces. The Board will be working with BVM to send notices out to remove all items.
- vi. **Deck Screens:** A few units have installed metal screening on the back decks. In the HOA's covenants it states chicken wire (metal screening) is not allowed. The owner is permitted to install additional slats though.
- vii. The Board is asking for all proposals to be submitted through email to be able to track them. Owners may email maintenance@bvmlc.com will proposals and BVM will forward the requests to the Board.
- viii. **Trash:** Owners cannot put furniture in the dumpsters including mattresses, TVs, appliances, etc. The HOA will be fined for these items, so the owners need to arrange disposal on their own. Jeff Skinner 6B proposed the HOA get a larger recycle bin but only if the community wants to do it. The owners will need to be responsible to properly sort their recycling and trash. There was a unanimous response to move forward with it. It will not be a required time frame, so if it doesn't work out, the HOA will have them removed. Richard White 7A asked if

the Trash Company can replace the dumpsters with newer ones. Jeff Skinner will work with them to see if this can be done.

- d. **Chimney Cleaning:** The chimneys were cleaned in May with the exception of building 5 since they don't have fireplaces. There were two units BVM didn't have access to.
 - e. **Building 1 and 2 walkway upgrade:** The walkways will be replaced with Trex and painted. Benjamin Schmidt 1D questioned the slope of the roof on building 1 on if it drained on to the walkway. The Board will look in to a gutter to divert the snow or having steel grates in that section. BVM and the Board will look at it before the walkways are installed.
 - f. **Association Online:** The HOA's website is located at www.associationonline.com and has all of the HOA's governing documents, financials, insurance, and other communications.
 - g. **Summer Work Day:** The Board suggested to the owners to get together to tidy up the property and buff up the exterior with an owner work day. They are budgeting roughly \$2,500 to \$3,000 for landscaping, etc. They are hoping for this to take place toward the end of June before 4th of July. The fencing behind building 7 has almost collapsed and the Board is thinking of taking it down. There was a general consensus on taking it down to allow the path of wild animals. The Board will email the owners with three dates and go from there.
 - h. **Buildings 1 through 4 exterior painting and caulking:** JFK Painting is coming in at the end of August or the beginning of September.
 - i. **Insurance:** Sun Song has had some significant claims against the HOA's policies through no fault of the HOA. This has caused the insurance premium to increase. The claims will affect the ability to bid out the insurance for better pricing as well. New developments require a line item stating any claims not including HOA negligence must go through the owner's insurance. The Board is proposing to write in a studs out policy to the governing documents to prevent these claims in the future. An attorney who specializes in HOA law will draft an amendment to the governing documents, which will clarify as well. The law firm has bid redoing the amendment for \$2,000 to write the amendment as well as send the vote out to the homeowners. Once that is completed, BVM will post on the website. The owners should get a H06 for inside their unit, which covers more than a personal property policy will. Owners can, also, add code upgrades to their policy, which is valuable. Discussion took place on steps owners can take to prevent major incidents from happening. Owners can install wireless sensors to detect decreasing temperatures as well as water leaks. This would be up to the owner.
8. **Election of Officers:** No officers were up for election at this meeting.
 9. **Ratify the actions of the Board:** Joan Brown 3C moved to ratify the action of the Board. Tom Kumar 3F seconded the motion. No discussion took place and it carried by a unanimous vote.
 10. **Annual Meeting:** The next annual meeting is scheduled the first Saturday of June: June 2nd, 2018.
 11. **Adjourn:** Richard White 7A moved to adjourn at 11:37 am. Bernie LaFleur 5H seconded the motion. There was no discussion and it carried by a unanimous vote.