

Sunserra at Crescent Bar Homeowners Association

Board Meeting Minutes: October 31, 2008

12:30pm at Hadley Properties LLC, Seattle

Board Members Present: Robert Hadley, Joe Braunschweig, By Phone: Faye Torgerson, Scott Fladseth and Ed Pace

Quorum present? Yes

Others Present: Kelli Stegner, Ryland Halffman, By phone: Dennis Mittelstaedt, Richard Gross

Proceedings: Meeting called to order at 12:30pm

Executive Session: Discussion of A00 Purchase

1. After much discussion the Board voted not to purchase A00.
 - a. Robert Hadley and Ed Pace abstained from voting.

Meeting Minutes

1. Board read and approved the meeting minutes from October 6, 2008.

2009 Budget Review

1. Budget has 3% cost of living raise for HOA employees.
2. Board approved the purchase of bubble covers for hot tubs.
 - a. Main complex hot tub to remain open year round.
 - b. On holiday weeks all hot tubs will be open.
3. Board approved Request ID # 1008-03 for purchase of ladder.
 - a. Multi purpose ladder of good quality to be purchased.
 - b. Ladder to be loaned to homeowners only after signing hold harmless.
4. Board approved Request ID # 1008-02 for purchase of employee cell phones.
 - a. Joe suggests looking into Push to Talk plan.
5. Board approves Request ID # 1008-04 for transfer of payroll service from Paychex to QuickBooks.
6. The Board would like more information on purchasing the leased 2006 Chevy Colorado.
7. Scott suggested signing Chui's landscaping to a multi year contract.
8. Board discussed number of window cleanings per year and decided on one after bug spraying.
9. After much discussion the board unanimously approved the 2009 budget with a 17.5% dues increase
 - a. Letter to be drafted and sent to owners with copy of budget for review.

Election of Officers and Selection of Liaison

1. Officers
 - a. President, Robert Hadley
 - b. Vice President, Faye Torgerson
 - c. Treasurer, Joe Braunschweig
 - d. Secretary, Scott Fladseth
 - I. Board has delegated minute taking to the Office Manager.
2. Liaison to Property Manager
 - a. Liaison, Joe Braunschweig
3. Office is for a term of one year, Liaison position will rotate throughout year.
4. Board decided to appoint an advisory position to the person with the next highest votes from the election.

- a. The person will finish out 2009 as a board member after Ed Pace's term expires in April and until the next election.
- b. Faye will take the lead in drafting an email and sending it to Anthony Mikolasy.

Delinquencies

1. Scott reported on his attempts to collect on delinquent accounts stating that numbers were disconnected or owners would not return his calls.
2. Ed Pace offered to take over the collection effort.
 - a. Richard to send delinquency information to Ed
3. Board approved shutting off water in homes if it can be verified the power is off .
 - a. HOA Must send letter to owner informing them that water is off.
4. The Board discussed *** removal of appliances and has decided to forward the question to the HOA attorney once retained.
5. The question was discussed about shutting off water or denying gate access to delinquent homeowners, question will be sent to HOA attorney for legal review.
6. The question of residency for filing in small claims court will be researched by Richard with the Grant County Courthouse.

Association Attorney

1. Faye will research an association attorney.
 - a. Question of location Wenatchee or Seattle area.
 - b. Faye will solicit proposals for the board to review.

Property Management Report

1. Dennis reported on bid from Frees and Sons to plow and pile snow, \$650 per time.
2. Ed Pace reported cost to use Sunsera Golf's truck to plow is \$25 hour.
3. On days of heavy snow or ice the Sunsera exit gates on hills will be set to automatically open in the morning.
4. sunserrahoa.com website is up and operational.
 - a. Faye will assist Richard with content.
 - b. Web cam needs moved from sunsera.com to sunserrahoa.com
5. Board discussed the ownership of the broken irrigation main line.
 - a. Water System to pay for repairs.

Other Business

1. Faye requests an official HOA turnover meeting to discuss and review Sunsera with the developer.
 - a. Board agrees, meeting will happen late February or early March.
2. Scott brought up question of timing for sealing asphalt.
 - a. Based on developer information from the contractor and engineers the asphalt does not need sealed at this time.
3. *** patio review tabled until next meeting.

Meeting adjourned at 4:02PM

Minutes submitted by, Richard Gross

Approved by Sunsera Board 12-9-2008