

SUNSET COVE CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS

BUSINESS MEETING

Date: March 12, 2025

Attendees: Kay Keck, President; Joan Berman, Vice President; Joe Colianni, Treasurer; Winston Folkers, Heather Andersen (Director of Maintenance)

Time: 1-2, Arizona Time

Kay called the meeting to order and determined a quorum was present. Minutes from the last meeting were not available, but will be sent soon.

Financial Report:

Joe reported on the Sunset Cove financial report for the 2024 fiscal year through November 30, 2024. He reported that total General & Administrative expenses YTD are over budget by \$20,448 or 13%. He also reported that total Repair & Maintenance expenses YTD are over budget by \$1038 or 5.8%. Furthermore, operating expenses (not total YTD) are over budget by \$3692 or 9.5%. Additionally, he reported that the total Operating Expenses YTD are over budget by \$25,177 or 7.8%.

Items of note regarding General & Administrative expenses YTD are the following:

- Water expenses being over budget by \$18908 or 20.5% and
- and Gas expenses being over budget by \$1590 or 25.9%

Items of note regarding the Repair & Maintenance expenses YTD are the following:

- Building repair & maintenance expenses being under budget by \$(993) or -84.7%
- Pool area repair & maintenance expenses being under budget by \$(76) or -49.0%

Items of note regarding the Operating Expenses (not total) YTD are the following

- Plants/Trees/LS expenses being under budget by \$(901) or -90.3%

The Reserve Fund has decreased FYTD by \$2,536. The total Reserves balance ended the month at \$18,902

Old Business

Social Events Review

Kay Keck led discussion of this year's social events and recommendations for the upcoming year. Given the light attendance at the second social, the idea of hosting two events, one in the fall and one in the spring, was proposed. The attendees agreed that one event was sufficient, with the spring being the better time, but the board would consider a social event at the beginning of the season in November.

Annual Meeting Review

The board discussed the annual meeting which did not achieve a quorum. The topic of adding another dog waste disposal station was brought up, but the consensus was to not add any more. A motion was made and seconded to not have any doggie stations inside the Sunset Cove community, which was approved.

New Business

Sunset Cove Water Pipe Issue

Discussion was held on a water pipe issue, specifically affecting units 109 and 110. There was a leak which was initially thought to be in the wall but was found to be under the floor in 110. The unit 110 owner, who was on vacation, has been dealing with the issue and has called multiple plumbers. Kay noted that the HOA insurance should be addressing the issue first. Problems arose because it was an emergency situation that occurred on a weekend and the homeowners did not know who to call. The homeowner called a mitigation company and plumber, but they did not want to do further work until they were paid for the first stage. GRCA could not do that immediately. Heather did get in touch with her plumber who was going to come out and resolve the issue.

It was confirmed at the meeting when an emergency like a water break happens that a resident should first call maintenance and if no one answers a call to the West Gate is the best way to get the problem resolved. Security will call Heather day or night.

A discussion was also held on the importance of having a clear policy and procedure for handling emergencies, particularly when they arise after work hours or on the weekend.

Standards for Front doors and Security doors

Joan share some work on creating and establishing standards for the community. It is an ongoing process and Joan and Lin will continue to work towards completing the standards which will include front doors and security doors.

Forming Water Committee for Monitoring

Kay proposed the formation of a water committee to work with Heather. The committee would meet monthly to review water reports and aim to better understand water usage. Lin Clarke has already volunteered to be on this committee. Dina Galassini, owner of unit 120 is also interested in participating on the committee.

Kay suggested considering individual water metering and billing for units, which could potentially reduce HOA dues.

Landscape Walkaround

Kay then discussed scheduling a landscape walk-around with Heather and Jessica to assess and replace plants as needed. That will be scheduled before the next board meeting.

The group also reminded Heather that we would like to paint the curb red near the entrance to Sunset Cove to prevent parking issues.

The meeting concluded with a motion for adjournment.

The Next Board meeting will be April 9, 2025, 1:00 in person and via Zoom.

Respectfully submitted,

Buz Weisberg, Secretary

