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Sunflower Gardens Home Owners Association
LGI Room, Summit Elementary School
Annual Meeting Minutes – October 8, 2013

HOA board present: Linda Sherwood, Carol Wise, Ruth Holman

HOA members present in person: Ruth Holman, Robert and Linda Sherwood, Janet and David Kaufman, Don and Anita Westerhaus, Leonard and Melinda Kelley, Betty Jehs, Dan and Anna Hewitt, Thorn Damon, Pet Bucklin, Gordon and Dot Hufford, Tim and Edda Callahan, Bill Mankins, Chuck and Beverly Malooley, Bill Slowey, Nancy Hawkins, Chad and Carol Wise

HOA member represented (by proxy): Martin and Sandy McCormick (Ruth Holman), Nisha Gupta (Bob Sherwood), Armelda Mayfield (Board), Emily Metzgar (Board), Reed Ludlow (Ruth Holman), Ruth Russell and Pat Setser (Edda Callahan), Larry and Joyce Leonhardt (Betty Jehs), Jason and Sarah Mathis (Pete Bucklin), Helen Feng (Chad Wise), Gary Arvin (Linda Sherwood), Hannah Block (Dot Hufford), Margo Reyes (Board), Juli Enzinger (Chad Wise), Evelyn Griffith (Chad Wise), Phil and Barb Tapp (Dan Hewitt), Mona Mobley (Chad Wise), Terry Fink (Chad Wise), Don and Laurea Vandoren (Chad Wise), Mary Jane Pennington (Chad Wise)

Others: James Eiermann and Leasa Siscoe, Jamar Property Management

Call to Order. President Carol Wise called the meeting to order at 7:02pm. Four of the 6 new homeowners, including Nancy Hawkins, Bill Slowey, Dot and Lynn Hufford, Don and Anita Westerhaus, were introduced.

Proof of Notice. Leasa reported that Meeting packets were mailed to homeowners on September 17, 2013. Most owners have email and were sent information via email as well.

Confirmation of Quorum. In total, there were 17 members present in person and 19 by proxy. One member came in late and one left early.

2012 Special Meeting and Annual Meeting Minutes. These items were emailed/mailed to members last year after the meetings and again in advance of this meeting. As there were no changes suggested, minutes were approved as submitted.

Financial Report. Leasa presented the Financial Report, noting 2012 Actual Figures were listed on Proposed Budget Sheet. Total income for 2012 was \$20,386.78 while expenses totaled \$19,306, largely due to light mowing season due to drought-like conditions. Current figures through August were also on Budget Sheet. Leasa pointed out that the HOA made a \$400 donation to the City of Bloomington Tree Fund this year, as voted upon by the entire membership. In return, the City of Bloomington has planted 9 street trees. She emphasized this endeavor was a one-time occurrence, but homeowners can make similar donations in the future. The City has a sidewalk program to assist homeowners, as well. When questioned if there were enough funds for the balance of the year for lawn care, Leasa answered that lawn care is an item that is being watched carefully since there has been more rain and consequently more mowings.

DRAFT

Election of 2014 HOA Board members. Betty Jehs and Dot Hufford, nominating committee members, and Carol helped contact potential board members since there were no volunteers as of September 30, 2013. A slate, including Armelda Mayfield, Chuck Malooley, Dot Hufford, Anita Westerhaus, and Nancy Hawkins was presented. Leonard Kelly moved to accept the presented slate. Tim Callahan seconded. Motion passed unanimously with 36 votes.

2014 Budget. Leasa presented the proposed 2014 Budget. She prefaced that the budget was based on a few goals: 1) keep HOA dues attractive for current and future members, 2) as community matures, think about future needs, possibly fund a Replacement Reserve Fund (as prescribed in Bylaws, Article 5), and 3) provide for essential services of its members. Major common expenses involve homeowner insurance, lawn care, and street tree plot areas. The development is all built out now, with last unit expected to close in December. There are 45 units in total now. Budget is based on 26 mowings, with other lawn care services represented in separate line items. She explained that insurance now shows up as an income and an expense item, but the numbers equal each other as insurance is a pass-through expense. Keeping HOA dues low was a major priority for the board during their work session. Reviewing all the line items, it was reasonable to keep dues at the same level as the 2013.

She explained three options, developed during the board's work session. Option A would allow for funds to be used alternatively (by year) for grub control and aeration/seeding. It was discussed that grub issues have been sporadic in the past. Homeowners can purchase the same chemicals to treat lawns as needed. Option B would allow for Jamar Property Management to manage the HOA if a new board was not elected, and since a board was elected this option was no longer needed. Option C would allow for a small amount of funds, \$10/unit/year, to be generated and allocated to a newly created Reserve Fund. Discussion held as to how the funds would possibly be used. Several members expressed that their decision to purchase a home in Sunflower Gardens HOA was partly due to the low HOA dues and structure of expenses. Homeowners are responsible for exterior maintenance, not the HOA; therefore, it was agreed homeowners bear the responsibility for exterior replacements. Leasa pointed out that Reserve Funds could only be used for capital expenditures. Bob Sherwood moved to approve the budget as presented, keeping dues at \$539 per unit/year and therefore without any options being selected. David Kaufman seconded. Motion passed. Twenty-nine, 14 in person and 15 by proxy, out of the 35 eligible votes were cast in favor of passing the motion.

Design Committee. Linda Sherwood, chairperson for the Design Committee, explained the success of establishing the committee and getting procedures and forms better organized during this past year. She reported on efforts to help homeowners with conservancy areas and street trees understand regulations and interact with City of Bloomington officials as to the proper care of these areas. Gary Arvin is currently leading efforts to have a plan developed for his conservancy area. Homeowners are required to utilize the Design Committee when considering making alterations to their house and/or landscape areas to keep in alignment to the Conditions, Covenants, and Restrictions.

DRAFT

Questions/Comments/Issues. Carol read submitted items and responded with researched answers to the benefit of all present. She opened with a statement from a member who appreciates living in Sunflower Gardens. Answers to questions follow:

1. Snow Removal is not included in HOA fees because CCR documents absolve HOA of these responsibilities and attribute them to each lot owner. Homeowners are individually responsible for snow removal on sidewalks, per city regulations.
2. Street height curbs are based upon the City of Bloomington Engineering Department's design specifications. Developer Phil Tapp had also responded that the type used allowed for more flexibility in final driveway placement. Storm drains placement factored into design.
3. Structural insurance is determined every year in the spring and is based on insurance company's claims experience. Dollar amounts vary, based on final house design features. Our agent shops for best protection through multiple companies. HOA insurance is paid one-time annually and is a straight pass-through expense, as HOA pays for the policy and owners reimburse the HOA.
4. Chuck Malooley added that he has talked with City officials and parking could be allowed on one-side of streets if HOA requested and the City granted the request. Currently there is no parking allowed on any Sunflower streets. One member added that he recently had a guest ticketed for parking on the street Carol mentioned that the city parking regulations were based upon safety factors, as emergency vehicles must be able to get through.

Due to lack of other agenda items, Carol called for adjournment of the meeting.

Minutes prepared by: Leasa Siscoe, Jamar Property Management

Attest: _____, Treasurer/Secretary