

APPROVED (2/11/14)

SG HOA Board Meeting  
January 14, 2014

Present: Board Members: Anita Westerhaus, Dot Hufford, Chuck Malooley, Armelda Mayfield; Jamar Representatives: James Eieermann, Leasa Siscoe; 2013 Board President and Design Committee Representative: Carol Wise  
Absent: Nancy Hawkins (Board Member)

Agenda

Meeting called to order by Dot Hufford  
Introductions and welcome

**Election of Officers:**

Chuck Malooley moved and Anita Westerhaus seconded that the following slate of board officers be elected.

President – Dot Hufford  
Vice-President - Anita Westerhaus  
Secretary – Armelda Mayfield  
Treasurer – Nancy Hawkins  
Member-at-Large – Chuck Malooley

Motion passed unanimously.

**Financial Review:**

List of delinquent HOA dues was reviewed. Measures to resolve delinquencies were discussed.

Motion: Moved by Dot Hufford, seconded by Anita Westerhaus  
That homeowners with delinquent dues be given a ten day grace period (until Jan. 25). That if dues are not paid by then, an 18% late fee be assessed.

Motion passed unanimously.

Budget was set at annual meeting.

Expenditures for mowings need to be monitored.

Chuck suggested that homeowners put the year for which the due payment is to be credited on their payment check.

**New Business:**

1. Property Management Agreement

Leasa and James reported on the background of Jamar becoming the management company for Sunflower Gardens and the services provided including:

- a. providing realtors copies of Rules and Regulations and CC&Rs.
- b. facilitating the transition from a previous owner to a new owner.
- c. directing design/landscape issues to the design committee.
- d. acting as a buffer in neighbor disputes.
- e. providing assistance with maintenance and emergencies.

f. negotiating with the insurance agency that holds the Sunflower Gardens blanket insurance.

g. coordinating landscape maintenance.

h. identifying problems in the community and facilitating remediation.

Building in Sunflower Gardens has been completed and there are now 45 residences in the neighborhood.

Jamar maintains a website with other information about the community and a 24 hour emergency number.

The contract between Sunflower Gardens and Jamar contains an evergreen clause that maintains the relationship between the community and the management company. (As long as everyone is satisfied, the contract continues. If one side wants to end the contract, a 60 day notice is given.)

## 2. Lawn Care Agreement

Bloomington Lawn and Landscape was engaged by Leonard Kelly during his term as board president. The rate charged was very good at the time it was negotiated. The rates for 2014 are the same as 2013. Chuck requested that mowing be done later in the week.

## 3. Insurance

Sunflower Gardens' blanket insurance policy is held by First Insurance Group, managed by Debbie Noble.

Travelers Insurance is the underwriter.

Insurance premiums were first based on initial construction costs. There are yearly modifications for inflation and replacement costs.

## Other Subjects Discussed:

1. Issues raised that this year's board may need to address:

a. Parking (Should a request be made to the city to allow for a few parking spaces where they would be safe? Summit Elementary is agreeable to some SG guest parking in their parking lot.)

b. Erosion around curbs

c. Sidewalk repairs (Will city make repairs in some cases?)

d. Whether to create a reserve fund

e. Street trees (in 2013, city replaced 9; residents are responsible for watering. Terry Fink has offered to assist with watering the trees.)

f. Drainage issues, sink holes, and other holes (how to make them safe).

HOA insurance covers damage from natural sink hole. Questions about rules regarding sinkholes (are they sufficient?)

2. Design Committee: Current Committee: Helen Feng, Carole Wise, Tim Callahan (committee chair), Etta Callahan (ex-officio member)

A reminder about submitting design/landscape plans to the Design Committee and receiving approval before beginning work should be sent to residents.

3. Contact Linda Thompson from the city to do a walk around the neighborhood with the Design Committee to advise about potential problems.

4. Leasa and/or James able to attend future board meetings as the board feels is necessary.

5. Ways to build a greater sense of community. Possibilities mentioned include a block party, establishing neighborhood watch, community newsletter.

**Business for next meeting:** Consider whether to change insurance agency and lawn care contract when they next come up for renewal.

**Next meeting:** Tuesday, February 11, 2014, 7:00 p.m., Anita Westerhaus'

Motion to adjourn meeting: Anita Westerhaus

Seconded: Chuck Malooley

Passed

Respectfully submitted by Armelda Mayfield  
2014 Board Secretary