

**SUNSHINE CONDOMINIUMS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MONDAY, AUGUST 24, 2020
5:30 P.M.
VIA ZOOM**

Present: Jeanette Marcel
Mariah Davidson
Kathy Fogo
Carol Ann Martin
Rob Harper, Toad Property Management

Jeanette called the meeting to order at 5:32 pm and confirmed a quorum.

Kathy made a motion to approve the minutes of the July 27, 2020 meeting. Mariah seconded the motion and the motion was unanimously approved.

Kathy made a motion to keep officers the same for another year. Mariah seconded the motion and the motion was unanimously approved.

President	Jeanette Marcel
Vice President	Mariah Davidson
Secretary	Kathy Fogo
Treasurer	Carol Ann Martin

Rob said Rules and Regulations had been circulated to owners and some owners had already given the Rules to tenants. Kathy suggested initially giving friendly notice regarding any violations of the Rules and once everybody has been given an opportunity to comply the more formal process of warnings would be followed. Kathy made a motion to adopt the Rules and Regulations dated August 24, 2020. Jeanette seconded the motion and it was unanimously approved. Rob said the Rules and Regulations would be added to the website.

Jeanette said the dumpster lid was being left open and signage was not making a difference. It was agreed to monitor the dumpster use.

Jeanette suggested increasing dues by 5% in January 2021 and having a special assessment during the first quarter of 2021 so exterior maintenance could be performed in the Spring. Jeanette expressed concern that payments via AppFolio were being applied to the special assessment instead of being applied against dues. Rob explained there was currently \$38,500 in the checking account, \$6,100 in the Money Market and approximately \$8,000 outstanding for dues and special assessments. Rob said quarterly transfers of the special assessments would be made from the checking account into the Money Market account. Carol Ann agreed to schedule a call with Toad to review the current finances, discuss future reporting requirements and prepare a budget analysis.

It was generally agreed future Budgets required a 5% dues increase each year. Structuring future special assessments for exterior maintenance projects was discussed. Rob agreed to reach out to landscaping companies for sprinkler system proposals. Safety of porches, balconies and plumbing should be reviewed each year and written into a Capital Plan.

Rob said it was difficult to schedule fireplace specialists at the present time and Rob agreed to reach out to the fire department to find out if they would be willing to assist with fireplace safety. Rob said chimney sweeping was scheduled for October 23 by a company from Grand Junction. Rob agreed to check the price for chimney sweeping.

A Community Day with a dump trailer would be scheduled in September. Once a date was fixed notices would be distributed to all units encouraging owners and tenants to dispose of unwanted items.

At 6:36 pm Jeanette made a motion to adjourn the meeting. Kathy seconded the motion and it was unanimously approved.

Prepared by Rob Harper, Toad Property Management

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