

Sundial Townhome Association  
Annual Meeting Minutes  
13 December 2022

1. **Call to order:** 6:03 p.m.
2. Quorum was established at the meeting through proxies and those who attended, there were 5 homeowners by person and proxy.
3. **Minutes:** 2021 minutes Jim motioned, Tracee seconded, motion carried unanimously.
4. **President's Report:** Jim Williamson
  - We have done various things over the last year at Sundial. In the Spring and Summer of 2022, we cleaned the gutters out on all units. Added a new drain pain along Timepiece Point this will save the asphalt around this. The board decided to switch landscaping companies and go with Brightview. We also seal coated the entire property.
  - This fall we have been focused on getting the landscape back because Brightview was not what the board expected. We are also going to be adding additional downspouts.
  - In the spring of 2023 we will be hiring a new landscaper. We will have the gutters cleaned again and we are going to be adding rock where we have mulch.
  - Insurance
    - Having an HO-6 Loss Assessment Policy is the most important thing we talk about every year. This is the most important thing you can have. If we have a wind or hailstorm this will help you cover the special assessment related to that storm. Amanda has information she can send you for more information on this. Please contact your insurance company in writing to make sure you have a HO-6 policy of at least \$50,000. Please also make sure that your policy includes the HOA's deductible if an insured loss happens.
  - Please remember the snow removal is only when it is over 3", under that it is the homeowner's responsibility. The landscaper's have 24 hours from the time the storm stops.
  - Please no grilling unless you are 10 feet from a building and no charcoal grills at all.
5. **Treasurer Report**
  - As of September 2022:
    - Checking: 26,510.07
    - Savings: 44,052.63
    - Reserve: 118,991.93
  - We are going to be raising the dues less than 5% to 292.00 per month
  - Doug went over the budget and the steady increase has helped the HOA maintain a stable financial position.
6. **Election of Board Member**
  - Jim asked for any nominations from the floor.



- Tracee, was no able to attend due to being sick. However, she was voted back on to the board by a raise of hands vote.

#### **7. Questions and Answers**

- a. The board answered all the questions the community had.

#### **8. End of Meeting**

The meeting was adjourned at 07:37p.m.

Meeting Minutes were taken by: Amanda McKitterick – Property Manager