

Sunflower Gardens HOA
Annual Meeting Minutes

Date: October 22, 2019

The meeting was called to order by President Don Westerhaus at 7:00 p.m.

Prior to the start of the business meeting, there was a discussion with guest Mallory Riekbeil from the City of Bloomington regarding the traffic-calming project on Countryside Lane. There will be an additional information-gathering meeting at the school on October 23; all are welcome. At this point, various groups are discussing approaches for creating a safer environment for the neighborhood's children.

Introduction of Homeowners

Proof of Notice of Meeting – notices mailed October 8, 2019

Confirmation of Quorum – Must have 23 for quorum. We had 19 owners appear in person, and 10 by proxy, for a total of 29. Quorum was met.

Approval of 2018 Annual Meeting minutes:

- Leonard Kelley moved to approve the minutes without having them read aloud; the motion was seconded by David Kaufman; all in favor, none opposed – passed

The Financial Report was given by Tonya of Jamar:

- 2018:
 - HOA fees collected = \$33,650
 - Late fees = \$183.65
 - Unapplied cash payment income = \$16,348.93 (this included Acculevel repair funds collected from the owners)
 - Uncategorized income = \$50,000 (this was the insurance funds received for the roof repairs)
 - Insurance funds received from owners = \$16,564.96 (pass through expense)
 - Under budget by approximately \$4,400 in landscaping maintenance
 - Income tax filing over budget by \$175
 - Management fees right on budget
 - Legal/Professional fees over budget by approximately \$4,000 due to work we had done regarding all the changes to our governing docs
 - Quickbooks over budget by approximately \$500 due to increased software charges
 - Office supplies/postage over budget by approximately \$200 due to larger packets for annual meeting being mailed out
 - Annual Meeting supplies over budget by approximately \$180
 - Roof repairs = \$59,249.68 (this includes owners that decided to replace their roof to get the discount)
 - Unapplied cash bill payment expenses = \$4,434 (bills charged to owners)

- Total Income: \$116,747.54
- Total Expenses: \$116,777.65
- Total Net Income: \$-30.11
- 2019:
 - Anticipated collection of all HOA dues and insurance for 2019
 - Late fees = \$800
 - Unapplied cash payment income = \$175
 - Landscaping maintenance under budget by approximately \$4150.
 - Income tax filing under budget by approximately \$150
 - Management will be right on budget
 - Legal under budget by \$275
 - Quickbooks online over budget by \$530 due to increased software cost
 - Office supplies/postage, repair/maintenance, annual meeting supplies, and miscellaneous should all be right on budget
 - Roof repairs = \$790
 - Unapplied cash bill payment expenses = \$175
 - Total Income: \$63939.00
 - Total Expenses: \$41921.10
 - Should be able to put \$9035 into reserves and still have a net income of \$4053.90
- Proposed budget for 2020:
 - No increase in HOA dues
 - Everything in 2019 budget to stay the same for 2020 except insurance is expected to increase, and we need to increase the Quickbooks online budget to \$1100 to cover the software increase
 - Remainder of \$8485 to reserves
- Motion to approve financials and 2020 budget made by Chris Hahn, seconded by Melinda Kelley; all in favor, none opposed – passed

Election of the 2020 Board:

- Susan Wier has decided not to run for the 2020 Board.
- The names of owners who have indicated an interest in serving on the Board were announced: Don Westerhaus, Cathy Larson, Chuck Malooley, Nancy Stocker, and Kay Theis. Don Westerhaus asked if anyone else was interested in serving, but no one indicated such interest, so the Board slate of nominees indicated above remained.
- A motion to approve the Board nominees and waive the secret ballot was made by David Kaufman and seconded. All were in favor, none opposed - passed

Election of the 2020 Design Committee:

- Tim Callahan and Dot Hufford have decided not to run for the 2020 Design Committee.
- Having indicated an interest in running for the 2020 Design Committee, John Hight, Mark Smith, and Jeff Stocker were nominated.
- A motion to approve the nominations and waive the secret ballot was made by Gary Arvin, seconded by Greg Lobdell; All were in favor, none opposed – passed

New Business: Updated governing documents packages were given to owners at the meeting and will be distributed to those not attending. These are not official replacements; rather, by adding all amendments, the Bylaws and CCRs are now easier to use.

Motion to adjourn the meeting made by Anita Westerhaus and seconded by Edda Callahan. None opposed, and all voted in favor—passed. The meeting was adjourned at 7:35 pm.

Respectfully submitted,

Catherine Larson, Board Secretary