

SPPOA BOARD MEETING

May 8, 2018

The May, 2018 regular board meeting was called to order by President Monica Larsen at 6:30pm.

The following board members were present: Lori Boe, Amber Klungseth, Dave Mavity, Mark Guthmiller, Roberta Karbo, Lori Boe, Kelly Lieberg, Leeann Davis. Homeowners present: Molly (1223B), Shar (1000B), Lois (1109N), Steve (1101N), Ron (1109N), Barb (1202B).

OPEN FORUM:

- Molly – 1223B – Stated there are no AMF forms in the mail house. Per president they should be available on Monday, there were some revisions that needed to be voted on. Molly was wanting to fill one out to have a satellite placed in her backyard on a pole, verbal ok was given as this was set to be done soon, AMF should still be filled out. There was also a question about putting pavers around grass where there is rock currently, this was ok'd by the board as well and stated that this is for the homeowner to do what they please, but should still fill out an AMF form for approval.
- Shar – 1000 B – Thanked the board for the dryer vent fix over the weekend and had a question about the temporary fence at the pool. President stated it is there for safety during the summer and will be removed and white fence will be replaced after pool is finished.
- Lois – 1109 N – Stated she was here to hear what the State Farm Representative, Jerry Priebe, had to say.

No other home owners had statements or concerns.

Jerry Priebe was present tonight, he is the State Farm Representative for the SPPA master plan.

- Only change in the last few years was on 8/1/16 there was a change to the plan to lower monthly cost of insurance
 - This commercial plan has \$9.7 million coverage with a \$10,000 deductible
 - There have been 9 claims over the last 9 years for the association
- There was an example of if someone slips on ice on your sidewalk up to your unit, this is covered under the mast plan as long as you have taken all precautions (i.e. salt, shoveling)
- Frozen pipes are covered under the master plan; however, if it is under \$10,000 nothing will be paid and will be covered by the homeowners HO6 plan
- Jerry suggests that homeowners have an HO6 plan covering a minimum \$25,000 to \$35,000 or higher depending on what changes have been done in your unit
- It was asked if getting rid of the pool would lower costs, per Jerry would lower about \$1,000 a year on the master plan
- It was noted that the claim in 2004 was \$690,000 for the hail damage
- The anticipated increase for next year's master plan coverage is 12-13%
- Jerry has been advised that no changes should be made to the master policy without minutes indicating approval of said change.

The president asked about adding an additional \$1 million (to make it \$2 million) to the umbrella, which would make the umbrella premium \$650/year (\$1 million was \$350)

Motion to approve this additional million made by Dave, seconded by Berta, Approved.

OPERATION MANAGER'S REPORT:

Monica presented the operation managers' report.

- Sprinklers will be turned on June 4th as it has been a wet start to spring, last year they were started end of May
- Hartman Technologies came out to get the printer hooked up to the computer and took a look at the capabilities of our security system
 - It was noted the security system does not allow for license plates to be legible unless parked in the guesthouse parking. Clips are able to be enlarged but still not legible.
 - Still only about 7 days is able to be viewed, if you see something say something so the video can be saved.
- All Seasons maintenance contract was signed for the 2018-2019 seasons
 - 5% increase to \$4,090.47/month.
 - Cleaning gutters will be \$750 per cleaning (planned twice a year)
 - Language was changed in the contract to add cleaning up of drifts if under 2 inches of snow
- Newsletters were handed out door to door along with the Emergency Contact forms. The current list of Emergency Contacts is from 2014
- A Facebook page was launched with a page and a group
 - The group is closed and you will need to be approved to join
 - Announcements will be made on Facebook as well as monthly meeting minutes and newsletter
- President is looking at getting a closed website that will need to be logged into for information as well
- Dryer vent louvers are being repaired
- The office door has been fixed so no one gets locked in or out
- The pool surface has been pressure washed to remove large pieces of peeling paint. Hot Springs has been contacted to get the pool up and running for the season. No date had been set at time of meeting
- AMF form has been updated:
 - Line stating owner has been notified
 - Date project inspected after done
 - Date closed out
 - Motion to approve changes to AMF form Kelly, seconded by Berta.
Approved

Operations Manager Report was approved by Berta and second by Mark

FINANCE REPORT:

Finance report was emailed and presented by Duane.

- There was no utility report as it had not been received from the city yet

- \$20,298 was the budget for the month, \$20,500 was brought in – some units paid ahead and some were catching up.
- \$4,700 for maintenance and ground done due to the weather
- Total \$2,700 ahead for the month of April
- \$54 refund from FEMA
 - FEMA letters need to be sent to homeowners that were in the partial flood plain. Every unit is completely out of the FEMA emergency flood plain
- Unit 1107 Newport sold after it was flipped

Finance report was approved by LeeAnn and second by Berta

SECRETARIES REPORT:

Secretary's report for April was emailed to everyone

Changes needed:

- Steve was listed as a board member when he was no longer a board member
- Lori was listed twice in the members

Motion to accept Secretary's Report by Dave and second by Mark

COMMITTEE REPORTS

AMF:

- 1002 N – replacing garage door
- 1204 B – replacing furnace
- 1215 B – New fence done by Complete Fencing – This was reapproved as time had lapsed
- 1207 N – replacing AC and furnace

Motion to accept Dave and seconded by Kelly

OLD BUSINESS:

- Pool repair has been moved to after Labor Day
- Eagle Exterminators – there are 35 people signed up, 4 are missing their checks
 - Estimated spray date 5/15/18
- Trees have been ordered, planting date is still pending
 - All Seasons will be used for ordering and planting
 - \$375 per tree, 13 trees have been ordered
 - This is the second phase in the 5 year tree plan
- Dead tree on the North side will still be replaced by Landscape Garden Centers as it is under warranty with them
- Dryer vent and bathroom fan louvers have been replaced. It was noted that some of dryer vents do not have hoses connected and this is a fire hazard
 - It was opposed of having the association fixing this
 - Was discussed to give 60 days for the homeowner to fix
 - Bids will be sought out for fixing the dryer vents disconnected
 - Motion to approve getting bids made by Dave, seconded by Berta

- Dave will take a picture to the city and see if the cages on dryer vents are legal. If permitted, he will bring a letter from the city advising of such.
- President will contact Justice Fire Safety to see when they are able to flush the fire hydrants

NEW BUSINESS:

- Discussion of getting rid of the golf cart
 - Motion to see how much it's worth and to sell made by Berta, seconded by Kelly
- Discussion of finding a bistro set for the guest house – Board discussed OK
- New sheets needed for the guest house – board OK'd getting 2 sets of new sheets
- Website for SPPA – looking at getting a website that will need to be logged into
 - Godaddy.com was suggested
 - President knows someone who could get a website for a one-time fee of \$50 and additional fee to get the site created
 - It was suggested website should allow for guesthouse/clubhouse renting
- Board officer voting was discussed
 - Officer voting will happen immediately after Annual Meeting
 - If you are voted onto the board at the annual meeting, you are a member of the board at the conclusion of that Annual Meeting
 - Presiding President will be in charge of all voting
 - The next meeting (April) will be headed by the new President
 - A quorum is only valid if the required number of members is present, in person.
 - All votes must be in person or by proxy
 - All proxies must be in writing and filed with the secretary
- Irregularities noted of the 2018 vote for officers:
 - No conference calls to vote, must be physically present **or by proxy** to vote
 - Roberts rules for voting process, all votes should be by ballot if more than one person nominated
 - New board should meet immediately after annual meeting to vote for officers

Meeting was adjourned at 9:38pm

Motion to accept Dave and second by Berta

Next Board meeting is June 12, 2018

Minutes report submitted by Secretary – Amber Klungseth