

Minutes of Sunrise Mountain board of Ridge Homeowners Association
Board of Directors Meeting

1. Call to Order: President Carmen Wiswell called the meeting of the SMR Board of Directors to order at 2:00 P.M. , June 8, 2017

1.1 Directors Present: Carmen Wiswell, Larry Glasser, Paul Greenberg, Susan Arbuckle

Directors Present via Skype: Bob Cole

1.2 Director absent: Sylvia Burton, Tom Triplett

1.3. Committee Chairs Present: John Ladd, Wendy Reed, Roger Wiswell

1.4 Committee Chairs absent: Angie Perryman, Kathleen Flaherty, Herb Burton, John Mitchell

1.5 Guests - John Flanagan, Jim Warner

2. President's Remarks by Carmen Wiswell:

Welcome to all -- there are just a few items for me to cover this month.

The first is a sincere thank you to Alan Frankle for his work this year on our newsletter. The June edition was his first solo production and he did an outstanding job. Of particular note is his revision of the clubhouse calendar included with the newsletter. Alan produced the calendar using Excel and the end result is a very clear, easy to read product. Thank you Alan!

Secondly, I again extend thanks to Jim Warner for his work on SMR's new website. Jim has included many of the suggestions offered by the board during and after last month's meeting. I'm of the opinion that it looks wonderful and is ready to be announced to the community. If the board agrees, I will include that announcement in my July/August newsletter remarks with an invitation to homeowners for any suggestions for improvement. Thanks Jim!

Lastly, a reminder that the board will not meet again until September 14, 2017. That meeting will be held here in the clubhouse at 2:00 p.m. As always, we'll continue to be available as needed by phone or email. Once again, thanks to you all for your outstanding service to SMR. Have a great summer!

Discussion:

Board members commended Alan Frankle's work on the newsletter and were very pleased with the results.

Wendy Reed, Volunteer Liaison, will work with Jim Warner to add a Volunteer portal/tab to the SMR website. Wendy will be the gatekeeper to this part of the website where she can advertise for volunteer help for various committee projects as well as use it in a way to encourage volunteerism. A help wanted section will list current positions that need to be filled and will be posted for thirty days. This will be in addition to current practices which include word of mouth, newsletters, and annual meeting volunteer table. The Board was in unanimous agreement to Carmen Wiswell's request to include an announcement of the new website in the July/August newsletter.

3. Secretary Report by Susan Arbuckle:

Motion made to approve May SMR Board minutes unanimously accepted.

Susan will be unable to pick up SMR mail from July 10 to August 10. Carmen will cover this function for Susan.

4. Treasurer's Report by Bob Cole:

Cash Flow as of May 31, 2017

Operating Accounts:	Chase Checking	\$ 26,278
	Chase Savings	9,643
	Total	\$ 35,921
Reserve Accounts:	Chase Reserve Savings	\$ 143,742
	Goldwater Bank MM	187,582
	Great Western Bank CD's	248,900
	Total	\$ 580,224
Total Cash Accounts		\$ 616,145
Reserve Fund:		
Reserve accounts total above		\$ 580,224
Less May Expenses		(1,036)
Reserve Fund Balance May 31, 2017		\$ 579,188
2016 Reserve Study year end balance projection		\$ 278,115

— At the 5 month mark, we are currently on track to make our 2017 budget.

— Second half dues letters were mailed June 1. Seventy homeowners have already paid their dues.

— We continued to engage Taxtrac LLC for our bookkeeping services, June 2017 is our fourth year using them. They provide excellent services to SMR, on time and are easy to work with. They are a big help to me.

—Pete Read will be away until June 16. Chairpersons should hold their bills until he returns.

— I will continue to provide financial statements during the summer months.

—I've e-mailed all directors and chairpersons a budget timetable so that we have time to thoroughly review the Operating and Reserve needs of SMR for the 2018 year. We'll have time to review as needed, finalize and approve it for presentation at the November Annual Meeting. Please submit your proposed budget for each of your Operating Expense and Reserve Expense categories for 2018 to me by August 25, 2017

—When you look at the reserve budget, in addition to your known current needs, please use the Reserve Study as a reference. Considerable effort was made a couple of years ago attempting to identify the useful life and replacement schedule of our assets. It's a good tool, but not a budget.

Discussion: Bob wanted to make it clear that the Reserve Study should be used as a reference tool and not the actual budget that is ultimately approved by the SMR Board.
Motion made and unanimously approved to accept the June Budget Report.

5. Architecture Chair Report by Larry Glasser:

Even though the active large outside construction projects have wound down for the summer, we still have some activity in SMR. Most of the interaction has been inquiries:

1. Replacing the flat roof and asking what tan roof colors to use for the roof coating.
2. Some interior remodels are going on and we have sent many copies of the contractor's checklist.
3. Replacing existing sliding glass doors and windows and verifying trim colors.
4. Replacing roof AC/Furnace units and reminders to paint the roof duct work the same tan color as the roof and remove any non-essential stickers.
5. Garage door replacement inquiries on the correct paint color.
6. Inquiries into the type of sealant to use on Adobe Block/Brick.

In addition to these inquiries, the Architecture Committee approved one Roof Extension/Corbel Repair project and conducted one Resale Inspection.

Discussion: Paul Greenberg has 2 of the original exterior light fixtures in a storage closet at the pool. He asked if Larry Glasser knew of anyone that might want them. Larry suggested putting a short note in the upcoming newsletter saying that they are available and if no-one wants them, either throw them away or give to Goodwill or similar organization.

6. Archive Chair Report by Herb Burton and John Mitchell:

We continue to maintain the folders in Dropbox to ensure the relevant documents are archived. The June document entitled *Archive Manager Thoughts* gives the topics in the previous documents and was distributed to all Committee Chairs. These documents are available in SMR02_Rules_Procedures_Policies under Electronic_Archive_Manual_and_Tips under Archive_Manager_Thoughts. We appreciate the feedback from committee chairs who have tried out the suggested ideas.

Discussion: Carmen informed the group that John wanted to emphasize on his behalf that he is available to assist them with computer problems that may arise.

7. Database Report by Kathleen Flaherty:

The database is up to date through 5.31.2017 with the exception that I'm still working through updating emergency contact information recently supplied by residents.

Discussion: Larry Glasser will be contacting Kathleen Flaherty to obtain a list of resident names, lot number, and addresses for use by his committee.

8. Hospitality Chair Report by Susan and John Ladd:

The Hospitality Committee hasn't had any functions since the last Board meeting. We have no events officially scheduled for June, July and August due to the Summer exodus of residents and the extreme heat. However, we are under budget and are happy to know we will have plenty of funds to finish out the 2017 year. We are working on several events to be scheduled beginning in September thru the end of the year and will be outlined in the upcoming Newsletters. Current ideas are to have 2 informative meetings with speakers from Watershed Management and Wildlife Management. The committee is brainstorming and have even thought of a Movie night by the pool.

Discussion: Paul Greenberg asked about having a Opening Night party for the new tennis court. He suggested using a food truck for the event. After some discussion, board member consensus of opinion was to not use a food truck to avoid the appearance of conducting a commercial enterprise.

9. Landscape Chair Report by Sylvia

Large Agave removed at corner of Pico to allow cars to clearly see oncoming traffic. Small rock spread on Pico where the salt cedar tree was removed. Large Palo Verde on Pico Circle removed. East pool pyracantha trimmed and clean up around back of pool. Zone 6 work completed and work on zone 7 started.

Joan Horowitz put together a plan for the replanting of the Carrillo island. John Flanagan is the landscape point person and zone rep for the upcoming tennis court renovation. He should be included in plans for re-landscaping of that area as a result of renovation.

The rip rap work on Penoso will be moving forward within the upcoming summer months.

Submitted by John Flanagan for Sylvia Burton

Discussion: John Flanagan agreed to meet with the tennis committee and contractor to go over landscaping work needed around the new tennis courts following construction work. He also asked for clarification that any work done under the Landscape committee's direction for the tennis court would come out of the Recreation budget rather than the Landscape budget. Paul agreed that John or other members of the landscape committee would act as consultants and that the tennis committee was bidding out the landscape work.

10. Neighborhood Watch Chair Report by Roger Wiswell:

The Neighborhood Watch Committee has nothing out of the ordinary to report this month.

11. Nominations Chair Report by Tom Triplett:

Not much to report. The three nominees for the open Board positions in 2018 will be asked to prepare brief resumes for presentation at the annual meeting in November.

Discussion: Carmen commented that bios should be submitted in September for inclusion in the October newsletter and the Annual Meeting mailer. Per John Flanagan's request, Carmen will provide him some sample bios to use as reference.

12. Publications Chair Report by Herb Burton:

The June newsletter was posted on the SMRHOA website and an announcement emailed on May 30. John Rourke did the mailing; Kathleen and Jim handled the electronic posting and distribution. thank you John, Kathleen and Jim.

The next newsletter will be published and distributed on or before July 15. Please get your inputs to Alan and me (his email is afrankle@boisestate.edu) by July 8. Please submit articles as MS Word docs using Times New Roman text, 10-point font. If you include lists, please use the list functions in Word or Pages. Mac users can use the Pages "save as" option to save and submit documents as Word docs.

Alan Frankle "flew solo" this month; no help from me. Great job! Thanks Alan.

13. Recreation Chair Report by Paul Greenberg:

During this past month we have had to replace the water fountain at the east pool. Possibly the old fountain was the original installation. Because of changes in construction of newer models of the fountain the new water source is approximately 1-1/2" higher off the ground. This week we have had to replace the fiberglass sand filter tank on the east pool spa system. Estimated cost is \$900.00. Unfortunately, we are beginning to see more of the older equipment reach its lifespans. The good news is that the reserve study exists and seems to adequately cover anticipated life cycles.

Tennis court – The 3 tennis court construction company bidders all supplied bids on Friday, May 26th.

None of the bids was EXACTLY as requested and the committee has been in the process of trying to arrive at an “apples-to-apples” comparisons, i.e one did not include some of the drainage and embankment changes that would be required, and another did not include the court expansion properly for the possibility of having 2 pickle ball courts. Since we were unable to find a single contractor who would do court construction plus other needed items such as landscape and sidewalk repair, members of the committee are meeting with landscape contractors and other outside providers to get to the final figure for the completed project.. We are anticipating that the costs for the entire project will not exceed \$90,000. Our timetable for presentation to the directors has needed to be extended from the June meeting until later. Hopefully, the committee will be able to present their recommendations to the directors for their e-mail approval in July. Projected construction start time is early September. Court will be closed for two months.

Discussion: Bob Cole reaffirmed that since the cost of the tennis court repair appears that it will exceed the 2017 Reserve Budget, it needs to be presented to the board, when finalized, for their approval. All costs associated with the repair should be included. Reserve budgets are an identification of projected needs and are “an educated guess”. He also reminded all present that the Reserve Study is a reference tool and that actual budget numbers may be different than the study.

A Lost & found bucket has been placed near the east pool library cabinets.

The Clubhouse/calendar committee has frequently been questioned as to what events are allowed or disallowed at the SMR facilities. It is the intention of the recreation committee to create an ad-hoc Clubhouse committee to review the procedures for usage. As a result of this need I would like to request the Board’s approval of such a committee chaired by Cindy Frank, with members being John Flanagan, Ken Smith, Carole Malan, and Joy Greenberg.

Discussion: Resources to be used by Clubhouse committee are CC& R’s, historical precedence, and responsibility to and preference given to SMR residents. This will be a flexible guideline giving the SMR Board the ability to make exceptions. Some concerns are that we continue to keep money making ventures out of the clubhouse and that the use of the pool be separated from clubhouse events. Once guidelines are approved by the SMR board, it was suggested that there be some formal process for approving requests. This could be a form which would require information regarding the planned event.

14. Resale Report by Angie Perryman:

SMR Resale Activity for May, 2017

Listed: 4300 N Vereda Rosada, 6920 E Paseo Penoso, 6850 E Pico del Monte

In escrow: 1 Property

Closed: None

15. Road Chair Report by Tom Triplett:

The 2018 budget is being prepared with major projects planned including the repaving of inbound Via Colorada, Vereda Rosada, and Placita del Tio. The work will be planned for April 2018. This will be a significant dip into the reserve account. The committee’s feeling is this repaving is part of the revolving cycle of road replacement fitting well into the reserve study plan. The reserve is well funded now and into the future.

We replaced the stop sign at Bribon & Via Colorada as well as the street signs at the west intersection of Trocha Alegre & Plaza de Toros.

16. SAC Report by Wendy Reed: Next SAC meeting in November.

17. Volunteer Liaison, Wendy Reed: None

18. Old Business: None

19. New Business: None

20. Member and Guest Comments: None

21. Next regular meeting of the SMR Board will be held on September 14, 2017 at 2:00PM at 2:00 p.m. the SMR clubhouse.

22. Meeting adjourned at 3:20 p.m..

Secretary Susan Arbuckle Date

President Carmen Wiswell Date