

**Sundance Homeowners Association**  
Board of Directors  
July 12, 2021

**Meeting Minutes**

**1. CALL TO ORDER, 6:16 pm**

**2. ROLL CALL**

X	William Woltmann, President		Stacie Cook, Secretary
	Brandon Derrick, Vice President	X	Adonica Whelton, Assistant Secretary
	Brent Bloyed, Vice President	X	Chris Ford, Member-at-Large
	Tina Brewer, Treasurer	X	Steve Harwell, Member-at-Large
X	Pam Moody, Assistant Treasurer		

**3. QUORUM**

NOTE: Stacie called and provided some information and points of discussion via speakerphone.

**4. APPROVAL OF PRIOR MEETING MINUTES**

- a. 8 Jun 21 minutes were not reviewed/approved

**5. TREASURER'S REPORT**

- a. Tina was on vacation; Stacie relayed some treasure report info to the attendees.

**6. Stacie's Information (left call after this part of the meeting)**

- a. Attorneys - HOA
  - i. Postic and Bates – can schedule a meeting to go over our needs and get pricing, etc. (my dad's HOA uses them)
  - ii. Helms Law Firm – send summary of needs, will provide pricing/services info
  - iii. Jones Property Law – called me and left msg; sent me e-mail. Did not return my phone calls or respond to my e-mail after that. (Max Nowakowski)
  - iv. Stacie to set up appointments with Attorney options as soon as possible.  
Volunteers to attend Chris, Stacie, Adonica, Tina
- b. Violations – information from Stacie's Dad's HOA secretary
  - i. Take info; confirm violation. If it's something like a trailer parked in a driveway, may drive by a day or two after confirming to see if it's still there. Send letter to homeowner. Give timeframe to resolve issue; state what the HOA will if it is not resolved -which is to turn matter over to the HOA atty. May result in filing in small claims and homeowner will have to pay filing, atty, court fees, etc. Work with homeowners on case-by-case basis in different situations.
  - ii. Violations that are city ordinances HOA to leave those to the City for enforcement. Yards needing mowed, parking in streets.

- iii. Prepare list of violations we would like to vote to keep with community vs those we would like to remove. Keep Boats and RV's in driveway as violations-remove street parking, trash cans, and two trees per yard.
    - c. HOA Dues – information from Stacie's Dad's HOA secretary
      - i. Actions
        - 1. Send letters, charge late fees
        - 2. File Liens,
        - 3. Small Claims court
      - ii. Have a set amount it reaches in order to take certain actions (I'll have to find my notes on that)
      - iii. Homeowner pays all court costs, attys fees, interest, etc.
    - d. Architectural Review Committee
      - i. Set up turn-around time for requests
- 7. New/Old Business**
- a. Violations –
    - i. Determine what we'll let the city handle
    - ii. What we will enforce
    - iii. What we want to change
8. Unpaid Dues
- 1. Late fee for HOA dues \$10 per month after one year of non-payment then file lien.
  - 2. Send out letters to homeowners for unpaid dues ASAP-approximately 47 left unpaid.
  - 3. Timeframe for when letters will go out
9. DRB/ARC
- a. Set up process for turnaround time for DRB requests. Post on website
10. Newsletter
- a. Revise to show open meeting rules to submit questions for agenda, addition of this is your time to vote for annual meeting/picnic
  - b. Deliver newsletters
11. Architectural Review Committee Requests
- a. Cindy Reynolds ??? Address, Retractable Awning
    - i. 5 Yay, 0 No
  - b. Becky Andrews, ??? Address, Landscaping
    - i. Pam to contact and request photos by e-mail
  - c. Maggie??, ??? Address, Shed
    - i. Withdrew request
12. Homeowner Inquiries
- a. Kate Fetters wanted to know where to find minutes and budgets
13. Next meeting, Tuesday August 17, 2021, 6:00 pm MWC – Charles Johnson building
14. Adjourn, Adonica made motion to adjourn, William, seconded 7:34 pm.

***//These minutes were approved by the Board at the 10 Aug 21 meeting.//***