

**SUNSHINE CONDOMINIUMS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MONDAY, APRIL 3, 2023
3:00 P.M.
VIA ZOOM**

Present: Jeanette Marcel
Kelsey Oettinger
Kat Loughan, Toad Property Management

Kat called the meeting to order at 3:07 pm and said there was a quorum.

It was agreed to discuss the minutes of the July 14, 2022 meeting at the next meeting.

Prior to the meeting Kat circulated financials for the 4th Quarter. Jeanette questioned expenses for the water main as those expenses were \$6,000 more than anticipated. Kat said a leak had been located under one vacant unit and repaired (Unit 1015) and at that time multiple prior repairs had been identified in the crawl space. Kat asked if an inspection under all units needed to be carried out. Kat confirmed City of Gunnison water bills had returned to normal levels for January onwards and the high water usage on the September – December invoices had stopped once the repairs to the main water line had been made.

Kat confirmed capital expenses were \$54,660 for 2022.

Jeanette expressed concern that the new company for chimney and fireplace inspections had not provided a detailed report for each unit. Kat said she was not aware of any concerns from the inspections during the Fall but Kat agreed to follow up with Nick Sledge of Toad and find out exactly what the company reported for each unit as part of their inspection.

Kat said there had been trash left outside the dumpster on multiple occasions. Kelsey said large items were being left at the side of the dumpster and Kat confirmed those were collected by Toad and taken to the landfill. Some trash bags were also being left outside the dumpster, usually when people were moving out of a unit, and Waste Management would charge extra for those. Kat said an email had been sent to all owners in January which included a reminder about not leaving mattresses or extra trash outside the dumpster. After discussion Kat said she would deliver a notice to all units reminding them of the trash rules, adding a notice at the dumpster, and then the matter would be reviewed again at a future meeting. Kat agreed to research large item pickup options in the area. Jeanette said in the past there had been a community cleanup day.

Kat said there had been a roof leak and some repair had been performed. The contractor had recommended a screw and glue on the roofs and provided a bid. Jeanette said she would reach out to other contractors to obtain some competitive bids.

Kat explained there had been a couple of curb appeal issues and she had reached out to the owners. Some items had been removed but one item still remained. If not removed by the end of the week the item would be removed. Kelsey said poop bags had just been replaced but dog poop was very bad throughout the property. Multiple dogs were in the location of Units 1003 and 1007 and the dog poop was worse in that area. Kat agreed to deliver notices to the units reminding them that dog poop

needed to be picked up as soon as weather permitted. Significant fines would be issued in the future if owners/tenants did not respond. Kat agreed to provide a copy of the notices to Jeanette.

Kat said two owners are delinquent and not responding to requests for payment. Kat explained the next step would be to write a letter to the owner and send by certified mail.

Kat explained a new online accounting firm had been hired by Toad and it was anticipated that the company would be more responsive in providing payment to vendors. Prior to the meeting Jeanette had provided a detailed email and spreadsheet of the capital expenses and the outstanding balances. Jeanette said she had been advancing funds to the contractor and expected to finish payments in April. Kat said the information had been shared with the new accounting firm.

Jeanette said grass seed had been scattered on disturbed ground in the Fall. Jeanette said she would review the expenses to determine when work on the siding might be possible.

At 4:10 pm Jeanette made a motion to adjourn. Kelsey seconded the motion and it was unanimously approved.

Prepared by Rob Harper, Toad Property Management