



**SSCA Board Meeting Minutes – August 3, 2023**

**Approved on Oct. 16, 2023**

Meeting called to order by president Cheryl Hill at 10:07 a.

Confirmed that a quorum was present with board members Cheryl Hill (CH), Larry Thompson (LT), Tom Jacobs (TJ), Michael Alperovich (MA) and Dennis Palmer (DP) present. Property manager Maria Mitchell (MM) was also in attendance.

MM confirmed that proper notice was given for this meeting.

Motion to approve prior meeting minutes from May 16, 20223 was made by TJ, seconded by LT, all agreed.

**OLD BUSINESS**

Tiki Update – all permits have finally been closed out and the tiki is set to open for our guests on Friday 8-4-23.

CH to include an article and pictures in the next newsletter. LT will handle the lighting and other electrical needs when he is there for the owner's meeting.

Fire and Safety Update – we had an unscheduled fire inspection on 8-2-23 which we failed because our fire alarm system is not totally operational. We have until the month of September to get it fixed. We need to drill thru concrete walls in the garage area to install the water supply lines to the sprinkler system. The rest of the fire alarm system is operational except for the spinklers. MM and LT will coordinate this project to meet the September deadline.

Engineering Inspection Update – our engineering firm (Kairns) is running behind schedule but hopes to have our report out within the next month. They are coordinating our response to the five milestones of the new state act.

Memorial Items Update – the fountain for Larry Leyser is now scheduled to be installed by late August or early September. The Rick Briggs captain's hat is being fabricated and hopefully will be in place for the owner's meeting.

Employee Staff Update – the office opening has been filled by Elizabeth Ward. Still trying to fill the maintenance opening without much luck. We are utilizing part-time help during the week to stay on top of our maintenance needs.

Lighting Update – the conservatory (Casie) is still waiting for quotes on bulbs and fixtures to provide us with a total package cost. LT will coordinate once this is avaiable and a contract is signed.

However, we need to replace the 15 exit signs per the failed fire inspection. LT to expedite their replacement prior to the September deadline.

## NEW BUSINESS

Front Door E-Locks – three owners have made it known that they want to switch back to their old locks. However, the office must have a master key for all locks for emergency situations. If a master key is not available, the owner will be responsible for any damage caused by forcefully entering their unit. Also, the e-locks being replaced should be returned to the office for potential future use.

Financial Review – MM needs another two weeks to prepare up to date financial reports for SSCA and SSVR. This will be very helpful in determining where any monies might be spent prior to year-end on September 30th.

Windows and Doors – still have one unit that has to replace their windows and two units that have to replace their patio doors. CH to follow up with these owners.

Landscaping – DP proposed getting the landscaping project back on the agenda. Our landscaping needs attention especially in the front of the property which is highly visible to all of the traffic across the street. MM to have the prior estimate updated to give us some idea of the current project cost.

Water Heaters – approximately 30 units have water heaters older than the seven year limit established for replacement. MM working on getting a quote on the brand of heater and its cost prior to notifying the affected owners.

Parking – parking continues to be a problem on the north and south sides of the driveway. This causes problems for our guests trying to use the parking spaces assigned to their unit. CH will again address this issue in the next newsletter.

Our annual meeting is roughly two months away. Notices will be going out shortly.

MA suggested that we look into the employee retention credit that is being offered to certain businesses that stayed open during the pandemic. MM to investigate to see if we qualify for this program.

Motion to adjourn this meeting was made by DP, seconded by MA, all agreed. Meeting adjourned at 11:13 a.

Respectfully Submitted,

Dennis Palmer – Secretary of the Board for SSCA