Sugar Creek Condo Owners Association (COA) Minutes
Annual Meeting
Sunday, November 4, 2025

Michael Brack, president, called the meeting to order at 4 pm at Nancy's garage.
Attending: Michael, Nancy, Kitty, Terry, Chris, Karly, Angela, Kaitlin, Mano, and Richard
Not attending required meeting: Colby and Keith

Michael handed out and explained three documents: Annual Meeting Agenda, Annual Operating Budget Template, and Income and Expense Report, and Maintenance Responsibility Matrix.

We voted on officers: Michael resumes president, Nancy retains vice president, Mano becomes treasurer and Kitty becomes secretary. Michael stated the annual meeting is mandatory but owners are welcome to attend the four seasonal board meetings if they choose. Owners will be notified of meetings by email or phone.

He brought up that last October the group stated that windows and doors are the owner's individual responsibility and the COA will not reimburse for these, such as water, humidity, or screen damage. It came to the board's attention this could be a problem down the road. Bylaws state owners are responsible for their "boundary surfaces." We voted that snow removal on individual driveways, front steps and back deck will be done by each owner within 24 hours of snowfall or be subject to a fine. Going forward for new owners, we voted that the pet fee is $100.

For Carly in Unit I, was reimbursed$127.16 for recent deck repairs.

Nancy is checking on affordable vendors for main driveway and sidewalk snow removal. Please let her know of any suggestions.

We were reminded that owners are responsible for removing snow - from each unit's driveway, front stairs/landing, and back deck - within 24 hours of a snowfall.

The 2025 annual budget was brought to a vote and approved, although Michael stated there are really not enough proper reserves in the account to help with any exterior improvements or alterations.

Then discussion was held about ways to add to the reserves, including raising the COA dues, and charging $1000 to any incoming owners as part of their purchase price, to be dealt with by their realtor or advisor during the purchase. Mano said that amount is common in some HOA purchase transactions and be paid by either the buyer or seller of the unit, just as closing costs are sometimes paid by the seller to make the home affordable to a new owner.

Owners attending voted on Michael's suggestion to raise the COA dues $25 for 6 month increments until $250 is reached in two years. This amount will be closer to, although still behind, other market values for HOA's. We were reminded the fact that the COA Is only 12 units and not as large as most HOA's that charge more and need more external work done.

We voted on the $25 per 6 month increase for two years with a majority voting yes, to allow for insurance and vendor costs increasing.

We also voted on adding the $1000 increase for new unit purchases, for the COA reserves.

The meeting was adjourned at 3:30 (or 4) and treats were shared.