

SUNSET INC.

Board of Directors Meeting
December 5, 2019 9:00 a.m.

Todd Dawson called the meeting to order. Lloyd Shroyer called the role. Todd Dawson, Lloyd Shroyer, and Mark Bishopp attended by phone. Steve Walz and Bob Collins were in the office. Gregg Parish was unavailable. Owners Donna Vieceli was present in the office.

Todd Dawson confirmed that proper notice was posted on November 29th, 2019 and was forwarded via email as a courtesy to the owners. The meeting is also being recorded.

Confirmation of a Quorum:

- Todd Dawson confirmed that the quorum requirements were satisfied and the meeting can be held.

Secretary's Report

- Steve Walz made a motion to approve and post the minutes from the October 31, 2019 board meeting previously circulated. Mark Bishopp seconded the motion and the motion carried.

Treasurers Report

- The October financial report was reviewed and discussed. Based on the report we are over in the areas that have been previously discussed but we are making improvement on the operating budget. Todd Dawson moved to accept the financial report provided by Steve Walz. Mark Bishopp seconded the motion and the motion carried.
- The Board is reminded that the Budget approval meeting is schedule for December 19, 2019.

Presidents Report:

- The Annual Meeting is scheduled for February 19th, 2019. The meeting will be held at Charlies again but will need to start earlier at 9am to accommodate their new lunch schedule.
- Lloyd Shroyer and Todd Dawson will coordinate the emailing or sending of materials. Fortunately, our new Declaration and By-Laws allow for the emailing of Notices which will save Sunset money and time.

Manager's Report:

- The Board was provided an updated spreadsheet listing the current projects as well as those that were pending. Specific comments to that list are as follows:
 - The electrical work is completed, and all outlets are working.
 - Bob had to reinstall a few handrails in the stairwells.
 - He has been assisting and working with the various cable companies as they provide quotes to Sunset.
 - Lloyd Shroyer asked if we can call for service on the keypad box outside of the main door. It hasn't been serviced for some time so Bob will have them come out. Lloyd was also curious if we could link cell phones to the keybox. Bob will check that out.

Landscape Committee Report

- Donna Vicili was present and provided comments to the Board.
- Todd Dawson moved to make the annual purchase of mulch for our planting beds. Mark Bishopp seconded the motion and the motion carried.
- Concern was expressed over the sod near the pool area that was replaced earlier but no longer thriving. The Board asked Donna and the Landscape Committee to use her judgement and if the sod is not thriving to replace it so it will look good for the season.

Social Committee Reports:

No report.

Old Business:

- Advance Paver Claim –We finally received a check from Advanced for the damage caused by their trucks. Thanks to the work of our counsel we received the full amount requested.
- TV/Internet: - We received three quotes from tv and/or internet and the Board was provided with a spreadsheet detailing the quotes. While Century Link is the most attractive Todd Dawson has asked for contracts to review to make sure we are getting what they are quoting. As a side, the quote information was sent to Dan Linton (an expert in the field) and he has taken his time to provide us with his comments and suggestions.
 - In light of the quotes received and our past history with Comcast and its service quality, Todd Dawson moved to send Comcast the official notice that Sunset will not be renewing its services with them upon expiration on April 1, 2020. Per the contract the notice needs to be sent by the end of December. Steve Walz seconded the motion. The motion carried.
 - An email is in preparation to explain the direction and options regarding cable to our owners.

- Stairway project – We received the report from our engineer that indicated some of the pans and doors to the stairway needed repair and replacement. The next phase of the project is underway which involves the engineer soliciting quotes from vendors to complete the repairs. Lloyd Shroyer is in contact with the engineering firm, and will keep the Board updated.

Owner Comments: No comments were received from the owners.

With no further topics to be brought before the Board, Todd Dawson moved, and Lloyd Shroyer seconded a motion to adjourn the meeting. Motion carried.

Respectfully Submitted,

Lloyd Shroyer

Lloyd Shroyer, Sunset Secretary

The Budget Approval Meeting is scheduled for December 19th, 2019 at 9:00am.

The next Board Meeting is tentatively scheduled for Thursday January 30, 2019 at 9:00 a.m.