

# SUNSET INC.

Board of Directors Meeting  
February 25, 2021 9:00 a.m.

Todd Dawson called the meeting to order. Lloyd Shroyer called the role. Todd Dawson, Lloyd Shroyer, Jonathan Stoner, and Mark Bishopp attended the meeting by telephone. Steve Walz and Bob Collins were in attendance in the office. Owners Doug Daniel and Dave Vieceli were present in the office.

Todd Dawson confirmed that proper notice was posted on February 22, 2021 and was forwarded via email as a courtesy to the owners. The meeting is also being recorded.

## Confirmation of a Quorum:

- Todd Dawson confirmed with all board members present the quorum requirements were satisfied, and the meeting can be held.

## Secretary's Report

- The minutes from meetings on January 28, 2021, were reviewed. All minutes were approved without correction by motion. The approved minutes will be posted to Sunset's webpage.

## Treasurers Report

- Steve Walz provided a review of the January 2021 financials for Sunset.
  - The Operating fund slightly over budget for the month which is typical in January as quarterly payments for elevator maintenance hits in January but is apportioned monthly in the budget. In general, we are on track for the first month of the year.
  - The Replacement fund is currently under budget as there were no expenditures in the month of January. We do have expenses that will hit February for the entry system and then in March for our dumpster door replacement.
  - Jonathan Stoner moved to approve the financials as presented. Lloyd Shroyer seconded the motion and the motion carried.
- Steve Walz was gracious enough to chair the annual meeting in Todd Dawson's absence. Todd thanked Steve for his willingness to step up and asked for a few highlights from the meeting. Steve reported:

- Sunset received 39 proxy votes prior to the meeting. The meeting was lightly attended due to Covid and being held outside. The proxy votes supported the board's recommendations on the three standard items up for vote.
- Steve provided a 2020 financial report and had previously received a letter from the Audit Committee that they did not find any discrepancies after their review. A copy of the letter will be put in the file for the Annual Meeting.
- The biggest discussion was on fences and gates with many different but civil opinions. Steve reaffirmed that the board will put the question to the owners in a vote format

### Presidents Report:

- Member Survey. Todd Dawson developed a draft survey that he shared with the board to test the system and show an example of the questions to get the board's input. At this point it Todd's intention to use the survey as a way to take the temperature of the owners prior to a vote.
  - Lloyd mentioned that he thinks we need to add the fence around the bbq area, the addition of pavers to form the dumpster area and fencing around the dumpsters. Also, he would like to add phrases that say that certain items are the recommendation of the committee.
  - Steve commented that he wouldn't want to say the committee recommended if the board doesn't recommend. Steve also wanted to point out that the bbq area wasn't budgeted for or discussed. Todd reminded everyone that depending on the size of the fence project that gets owner approval an assessment would likely be required. Steve also thought that we should add as an option just a shrubby barrier and not a physical fence.
  - Todd reminded all that we are in the information gathering stage and further board discussion and owner approval will be required.

### Manager's Report:

- The Fire Inspector conducted another inspection to follow up on our progress. We still have a few storage cribs that need attention. Bob will work with the owners or take care of the remaining crib problems. There remains an electrical cord problem in the landscaping which Bob will take care of. Since we are under contract for the dumpster room doors, he is fine with that, but we need to get the pump room wall under contract soon. Everything else has passed. The ELSS remains a question, however, the Inspector now understands that the timeline was moved to 2024.
- Bob reviewed his Manager's list and commented.
  - The chlorinator on the pool needs replaced and will be replaced at no additional cost to Sunset.

- Bob has made multiple attempts to get a quote from American Gas but they have not been responsive. We are asking for quotes to either:
  - Repaint the tank or
  - Move the tank underground and replace it with a new one.
- The pump in the pump room was leaking but Bob was able to eventually able to tighten it enough to stop leaking.
- The board asked to get a quote for dryer vent cleaning.
- We previously approved a new bulletin board. Todd will be in Florida soon and will help identify an appropriate board and location.
- Bob did meet with a company to do our Christmas lighting. Steve Walz walked around with him to point out things we had done in the past. The vendor will be providing us a quote in “alla cart” format to discuss what, if any, things we would want them to do for us. Bob will circulate the quote.
- We received a quote for painting the pool wall which needs some attention. Concern was expressed over the color on why the wall was tan and the thought that the color should be white like our building. Also, while we are painting, we need to have attention paid to the cracks and bubbles in the current painting. It was noted that we have the same issues with the canopy and the big S on the building which is needing attention. Since we are in season, we will be tabling the discussion for now, however, we will contact Austin from Sherwin Williams that helped with our stairway project to come out and make recommendations.

### Landscape Committee Report

- Karras lawns service: After review of the finances from previous years and the services being offered the board believes that the Karras proposal meets most if not all of our needs for landscaping work. Lloyd Shroyer moved to accept the Karras proposal. Steve Walz seconded the motion and the motion carried.

### Social Committee Reports:

- We are still looking for Social Chairs for the coming year. COVID is putting a damper on any of our normal parties.

### Old Business:

- Entry Door System. The system has been installed and is working. Bob loaded all the old owner codes. The new fobs have been coded as well and Bob will be delivering fobs to owners as they show up to Sunset. For safety fobs will only be hand delivered and signed for by the owners, so we know the owner received them. Each unit receives two fobs. Owners can purchase additional fobs or replace lost fobs at the cost of \$35 each.

- VoIP phones. Our phones have been switched over to VoIP which will save us fees monthly, however, the fax number could not be ported over. We did set up an account on fax.com which will go directly to Bob's computer when we receive a fax. We need to update our letterhead with the new fax number.
- Parking Lot Paver quote is still on hold and will be likely built into the fence/gate discussion with the owners.

### New Business:

- Pump Room Wall: We finally received quotes on building a wall and installing a fire door in the pump room to comply with the fire inspection. The quoted cost is \$8,893.48 from Crescent Beach Builders. After discussion Steve Walz moved to accept the quote and move forward with the building of the wall. Todd Dawson seconded the motion and the motion carried. Bob and Steve will coordinate signing the quote and contacting the builder. The gating item will be the ordering and receipt of the fire door.
- Todd Dawson was able to log into the Thysenkrupt system to view our maintenance log and will be writing Thysenkrupt to express our concerns over the number of service calls required since installation of our elevators.
- The board approved the installation of new sliding glass doors and a door from the master bedroom leading to the lanai for Gregg Parish. Randy's Glass is doing the work and the new doors meet Sunset's specifications. Todd Dawson will communicate with Gregg with a letter approving the new work.
- We received a quoted from FFS to repair or replace the domestic water system that is housed in our bike room. Our current system is obsolete and should be replaced. The project is not an emergency but needs to be taken care of and will be placed on our reserve budget for next year unless the situation changes at the estimate price of \$40,000.
- The board discussed the alleged lack of water pressure in 1101. We previously had a plumber out to clean screens and check out the system which the owner paid for. They are still having periodic issues with the loss of water pressure but 1101 is the only unit experiencing problems. Previously the board discussed and approved the replacement of the main valve going into the unit. Bob will get another quote to replace the valve.
- Insurance finance question will be held over to the next meeting as Mark Bishopp who asked the question had to leave the meeting.
- A question was raised on our rising insurance costs and whether we should change agencies. Todd Dawson will schedule a meeting with our agent.

### Owner Comments:

- Lloyd Shroyer thanked Jonathan Stoner for the purchase and donation of the new concrete table at the grill area.

- Dave Vieceli commented that Carousel has been dumping and raking sand on the beach. The contractor is Bill Perry. Bill is a very experience at working on the beach having multiple contracts with condos up and down the beach. In addition, he has contracts with local governments for raking. The board approved Dave to talk with Bill to get him to do a test rake on our beach and provide a quote. In addition, he will talk with him about getting a quote to rake our sand from our rocks to the middle and from the gulf “hump” to the middle.

With no further topics to be brought before the Board, the meeting was adjourned by motion.

Respectfully Submitted,

*Lloyd Shroyer*

Lloyd Shroyer, Sunset Secretary

The next meeting scheduled will be the Annual Meeting on March 25, 2021 at Sunset.

The next Board Meeting is tentatively scheduled for Thursday February 25, 2021 at 9:00 a.m.