

SUNSET INC.

Board of Directors Meeting
October 28, 2021, 9:00 a.m.

Todd Dawson called the meeting to order. Lloyd Shroyer called the role. Todd Dawson, Jonathan Stoner, Lloyd Shroyer, Gregg Parish, and Emidio Carrico attended the meeting by phone. Bob Collins was present in the office. Owners Dave & Donna Vieceli, Rosalie Pauck, Ken Durst, and Doug Cardwell were present.

Todd Dawson confirmed that proper notice was posted on October 25, 2021, with a courtesy copy being emailed to the owners. The meeting is also being recorded.

Confirmation of a Quorum:

- Todd Dawson confirmed with 4 of the 5 active board members present the quorum requirements were satisfied, and the meeting can be held.

Secretary's Report

- The minutes from the September 30, 2021, meetings were circulated to the board via email for review. No changes were requested. Emidio Carrico moved to accept the minutes as submitted and Todd Dawson seconded the motion. The motion carried. The minutes will be posted to the Sunset website.

Treasurers Report

- Emidio Carrico provided a review of the September 2021 financials for Sunset.
 - The Operating fund was slightly over budget.
 - Insurance is running favorable due to our actual insurance increase being less than expected.
 - Pool Maintenance is slowing down after the leak was fixed.
 - Yard maintenance ran high for the month as there were two invoices that were delayed billing along with plants moved during the Estero project. Todd Dawson noted that the moving of the plants should be moved to the Estero project.
 - Water was still running high which was attributed to the pool leak. Emidio investigated the current month and noted that it was normalized. Todd Dawson wrote the FMB water department to ask for relief. They sent back a form that needed to be filled out. Emidio filled in data required in that form and Todd will complete the form and send it back. According to the FMB water department policy we can get relief for up to two months of sewer related expenses attributed to the leak.

- The Replacement Fund is running ahead of budget due to a few unbudgeted expenses being incurred.
- After discussion, Lloyd Shroyer moved to approve the financials as presented. Jonathan Stoner seconded the motion and the motion carried.
- Budget season is started and Emidio Carrico is asking for any comments or items to be included in the Operations or Replacement budgets. Todd Dawson confirmed the timeline and the requirement for a 14-day notice to the owners for the budget approval meeting. We are shooting for an early December approval meeting.

President's Report:

- Dish 5G
 - We received a draft agreement and circulated the agreement to the board along with our comments from our attorney. No additional comments or questions from the board were received. Todd Dawson moved to accept the DISH 5G proposal. Lloyd Shroyer seconded the motion and the motion carried. Todd Dawson will execute the agreement on behalf of Sunset, Inc.

Manager's Report:

- Bob Collins reported on activities for the month.
 - The trash chute was cleaned out yesterday and all the doors checked and are operational.
 - The contractor is finishing the pump room wall and door installation. A question was asked what type of lock needs to be on the door. Bob will check with the Fire Inspector to ensure that whatever type of lock we install will be acceptable to the Fire Inspector.
 - The pool pump box needs attention. Bob will attempt to repair and let us know how it works or if more attention is required.
 - Bob is getting the document for Bella Signs notarized and will deliver or call them when it is done.
 - The plumber replaced the secondary shutoff in 1003 and Bob forwarded the bill to the owner.
 - Bob received a quote on power washing the building from Travis Cox of Estates Power washing for \$1,975. Lloyd Shroyer moved to accept the quote. Todd Dawson seconded the motion and the motion carried.
 - We will receive a quote on upgrading our security cameras and system around the building. Lloyd Shroyer suggested we also call Innovative Security for a review and quote.
 - Todd Dawson asked how we are progressing with our mitigation of the latest Fire Inspection. Bob believes that all matters, including the cribs, are taken care of. The goal is to have all issued addressed as soon as possible.

Landscape Committee Report

- Lloyd Shroyer is working with a company to have a plan drawn up along the lines previously developed. He will take that plan and quote and have Karras (Sunset's landscaper) provide an additional quote.

Old Business:

- Entry Sign: Bob is getting another form notarized and will get it to Bella Signs. They are still working with the town of FMB to get permitting.
- Pump Room wall, Fire Inspection, and water bill credit were discussed above.

New Business:

- Raking: Our beach looks better but it still requires attention. Todd Dawson and Lloyd Shroyer will contact the vendor.
- Symbiont Pool Heater Quote: We received a quote for a new pool heater. The new heater would be large enough to replace 2 of the 4 existing heaters (one of which is not working and the other is of the same age.). During discussion it was felt that an additional quote should be sought for the replacement of the two heaters with two individual heaters instead of one heater to replace both. Lloyd Shroyer will reach out to Symbiont as he has talked to him in the past to get additional information. A separate meeting will be held after Lloyd receives additional information.

Owner Comments:

- Ken Durst commented that they love Sunset and the people. He then asked if the owners could get a copy of the financial statement. Todd Dawson responded there was no policy against such. It was suggested that the financials be attached to the notice of the meeting that is sent to the owners. Todd Dawson thought that was a good idea.
- Ken Durst asked for more details around our cell tower rentals.
- Dave Vieceli asked about if the Fire Inspectors report has more details about which owners' storage unit is in violation. It is believed that the inspection includes pictures of the offending units.
- Dave Vieceli asked about whether Sunset has a policy about cars being left at Sunset requiring a set of keys to be left in the office so the car can be moved if needed. Todd Dawson commented that there is no "official" policy but more of a practice. Bob will call the owner and get a copy of the keys and Todd will follow up with an email. We need to remind owners that if a vehicle is left on our property Sunset needs to have access to keys so the vehicle can be moved if needed.
- Dave Vieceli asked if the pavers used to expand the lot were sealed. Lloyd Shroyer will check with the sealer.
- Dave Vieceli asked if all budget meetings are open to owners. Todd Dawson confirmed that any meeting of 3 or more board meetings are noticed and open to the owners.

- Dave Vieceli asked if we could hold our board meetings on Zoom. It will be looked into and the board will address.
- Dave Vieceli asked about camera units and questioned if whether the camera unit or the actual heads unit is the issue. Bob will make sure the vendor checks out all of the system including cables to determine what is the problem with our visualization.
- Dave Vieceli asked about the vote on the plantings. He believed that the materials included in the vote materials showed plantings all the way to garage along Carousel. Lloyd is asking the quotes and drawings to include plantings along the corners. Todd Dawson will look at the materials but didn't believe that the materials or plan included going to the garage.
- Ken Durst asked if there is a picture of the sign being installed. Todd Dawson will send him a copy.
- Rosalie Pauck commented that the bike room was full of chairs and toys in the bike room. That room is intended for bikes only and any chairs or toys should be stored into the owner's storage crib. Todd Dawson will send a notice to all owners with a given date to remove the non-bike items by a date next week or they will be thrown out by Sunset. In addition, we will send a reminder that all bikes need to be registered and that when an owner of the bike is not in residence it, by rule, needs to be stored in their crib or unit.
- Ken Durst asked what the cancellation clause in on the DISH 5G contract. It is believed is a 90-day contract, but they must remove the equipment and leave the roof as it was before the installation.
- Doug Cardwell commented that in the past the company renting cabanas on our beach also groomed the beach for no cost. He asked that since we are no longer receiving free raking or payments why do we allow them to rent cabanas. Lloyd commented that he appreciates renting cabanas in front of the building.
- Doug Cardwell commented that he believed the minutes from the May meeting were not specific enough and should have named names of people involved in the first fence vote. Todd Dawson commented that his goal was not to promote dissention in the condo but to try and keep peace.
- Rosalie Pauck commented that when Steve Walz stepped down Todd Dawson initially said the position wouldn't be filled but then the Board appointed Greg Parish to fill the vacant Board seat. Todd Dawson commented that he was concerned with continuing to operate the Board with only 4 members and Greg had been a past member and was willing to fill in for the remaining term. The Board has the authority to do so. Todd Dawson commented that in the February elections he will not be running and there are three spots available, as always.
- Dave Vieceli had a comment on the second vote on the Fence/Planting that came out to a total of 67 votes. Dave Vieceli also asked if all ballots were received in paper. Emidio Carrico explained that there were 57 ballots in total (the reported 67 was a typo). Emidio further detailed the vote. Sunset received 45 votes were yes for plantings, 24 votes for fence, 12 votes were no for plantings, and 33 votes were no for fence. Of the

57 votes, 3 votes were received by email, all the others were by mail and 2 were received after the cutoff.

- Ken Durst asked about the annual election. Todd Dawson explained that every year Sunset elects three people to the Board. Two of the three will serve a two-year term and one will serve a one-year term. The first notice will be sent out in December. The Annual Meeting is the third Wednesday in February which is the 16th of 2021. There will be three Board positions available this year for new people to run and join the Board.

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 Board Meeting is tentatively scheduled for Thursday December 2, 2021, at 9:00 a.m.