

# SUNSET INC.

Board of Directors Meeting  
February 24, 2022, 9:00 a.m.

Mark Hilton called the meeting to order at 9:00 am. Linda Durst called the role. Mark Hilton, Emidio Carrico, Stacy Howard, and Linda Durst attended the meeting by phone. Owners Dave & Donna Vieceli, Cheryl & Steve Walz, Scott Drake, Jack McGuirk, were present.

Mark Hilton confirmed that proper notice was posted on February 21, 2022, with a courtesy copy being emailed to the owners. The meeting is also being recorded.

## Confirmation of a Quorum:

Mark Hilton 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 January 27, 2022, meeting had been approved by the previous board. The minutes will be posted to the Sunset website. The board will review current minutes. The minutes will be posted after approved at the next board meeting.

## Treasurers Report

- Emidio Carrico provided a review of the January's 2022 financials for Sunset.
  - The loan of \$60,515.00 will be repaid to the Operating Fund from Replacement Fund. This starts the year off cleaner.
  - A maintenance fee receivable is outstanding – this is being pursued by the accountants
  - Review of Profit and Lost Statement – have changed from recording cell tower as cash to an accrual basis
  - Budget based on best estimate for each month and not on a straight line basis-easier to compare actual to budget
  - Financial report to be mailed as part of meeting notices
- Insurance appraisal to be done this month

## President's Report

- Owners and some renters mentioned that they wanted to support Bob Collins after the death of his wife, Dorothy Collins. Waiting for some information from Bob Collins and then members will be notified of a 'go fund me' by email and a post in the lobby. (Note: this will not be a Board or Sunset Association initiative)
- Owners requesting an opportunity to be a part of the Landscape Committee.

- Lloyd Shroyer is the only current member. Mark Hilton recognized the work that he continues to do. Mark Hilton reviewed some current plantings being done by Karras, including lighting along Estero. Karras has used all the remaining mulch and Lloyd has requested that the board authorize buying an additional pallet of mulch. Board approved.
- Discussion about the duties and responsibilities of the landscaping committee. Emidio Carrico noted that there is no budgeted amount for this committee. All current purchases must be brought to the Board by the leader for approval by the board. Dave Vieceli suggested that there be a budget for this committee. Emidio Carrico is willing to work with the leader of the committee to see if there are monies available when requested for landscaping.
- Mark Hilton will develop a volunteer sign-up along with duties and responsibilities and email to board for review and approval. The sign-up sheet will be posted in the lobby and email to owners.

Manager's Report      Bob dealing with personal issues – no report

Old Business

- Engineering Survey Project –\$19,800 estimate from LCM Engineering was below the budget amount of \$40,000. Mark Hilton called for a vote of the Board. Emidio Carrico, Stacy Howard, Mark Hilton, and Linda Durst voted in favor. This survey must be engaged/done to get a quote for insurance. Mark will notify LCM Engineering to proceed with the engineering survey. Their current schedule is about 45 days out.
- Propane Tank – Bob overseeing; new tank will be replaced by and then the current tank will be cancelled. This is a budgeted item.
- Entry sign along with electrical hookup – Dave Vieceli gave the update. Monday (2/28/22) the sign company will start preparing for installation. Karras will wait to complete the lights for the Christmas palms along Estero until the sign's electrically hookup is complete. The landscaping lights and sign lights are LED's and will all be on the current time clock.
- Summit cleaning of water pumps – Bob Collins will check with Summit about decreased water pressure as noted by those on the 9<sup>th</sup> floor.
- Electrical Panel Upgrade for the pool area – expected to be completed under budget.
- Security cameras – there was a previous request for some bids to update as needed; one bid was received to replace. Mark Hilton will follow up with Bob Collins.
- Doors for bike room, generator room and fire pump room have been budgeted to be replace this year. Mark Hilton will check with Lloyd Shroyer about quotes.
- Sand Removal from rocks. Association has a fire hose and needs 3 people to move the sand off the rocks. This needs to be done soon and should not wait until the landscape committee is functioning. Mark Hilton will discuss with Bob Collins.
- Pool cover lid – will be discussed with Bob Collins

- Boulders at Estero entrance to protect the new sign.
- Requested at annual meeting to have pictures of the board posted in the lobby.

**Owners Comments:**

- The meeting was open to the owners present and all questions and concerns were addressed.
- Dave Vieceli suggested that Karras be asked to get the boulders.
- Steve Walz is happy to help with the removal of the sand off the rocks.

With no further topics to be brought before the Board, the meeting was adjourned at 10:17 am by motion.

Respectfully submitted,

*Linda Durst*

Linda Durst, Sunset Secretary

The next board meeting is tentatively scheduled for Thursday, March 31, 2022, at 9:00 a.m.