

# SUNSET INC.

Board of Directors Meeting  
January 27, 2022, 9:00 a.m.

Todd Dawson called the meeting to order. Lloyd Shroyer called the role. Todd Dawson, Greg Parish, and Emidio Carrico attended the meeting by phone. Lloyd Shroyer and Bob Collins were present in the office. Jonathan Stoner was unavailable. Owners Dave & Donna Vieceli, Linda Durst (in-coming Board member), Jack McGuirk, were present in the office. Mark Hilton and Stacy Howard incoming Board members were invited as well and were on the phone.

Todd Dawson confirmed that proper notice was posted on January 24, 2022, 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: - Lloyd Shroyer

- The minutes from the December 30, 2021 and January 17, 2022 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

- Emidio Carrico provided a review of the December 2021 financials for Sunset. Emidio noted that the December financials may be subject to change during the preparation of our tax returns for the year.
  - The Operation Budget ended the year in a deficit as has been reported and predicted due primarily to the water bill and pool maintenance associated with the leak found and repaired earlier in the year. Yard and building maintenance also ran higher than budgeted.
  - On the Balance Sheet you will note that the Operating Fund borrowed money from the Replacement Fund to pay the insurance premiums. The Operating Fund was unable to pay back the full amount, but we will work to do so as we move into 2022.
  - The Replacement Fund ended the year about \$10,000 over budget with the major items contributing being the paver cleaning and sealing project and the Estero project.
  - Lloyd Shroyer moved to accept the December financial statements and Greg Parish seconded and the motion carried.

- 2021 Audit:
  - We are conducting an audit of the 2021 financials. We received two quotes to conduct the audit from the Davis Group for a cost of \$5,600. Typically Sunset waives the requirement for an audit but since no audit has been conducted during at least the last 10 years the Board felt an audit was merited. The audit will be conducted after the tax returns are filed but will not be available until after the Annual Meeting. The audit report will be shared with owners when available.
  - After discussion Todd Dawson made a motion to accept the Davis Group quote to conduct the 2021 audit of Sunset's books. Lloyd Shroyer seconded the motion and the motion carried.

### President's Report: - Todd Dawson

- Annual Meeting: A reminder that the Annual Meeting is Wednesday February 16, 2022, from 9am-11am at Charlies. The Second Notice, including Proxy and other materials were sent via email to the owners on January 25, 2022.

### Manager's Report: - Bob Collins

Bob Collins reported on activities for the month.

- Private property signs have been posted where required. Additional signage along with the towing signs will be installed as well.
- The electrical boxes and lights around BBQ area have been repaired.
- Bob is getting a quote to repair the pool equipment lids and to repair and replace the electrical boxes in the pool equipment area.
- Bob will check with Blossman's on the status of our new propane tank.
- All the elements in our recent fire inspection have been mediated.

### Landscape Committee Report: - Lloyd Shroyer

- Karras is coming back to add additional plantings in a spot that needed more and also add another Christmas palm to balance out the look along Estero.

### Old Business:

- Entry Sign: Our permit for the new sign has been approved! The contractor is in the process of building the signs.
- We are still getting quotes to either repair or replace our video security system.
- Engineering Survey. Todd Dawson presented a review of the quotes received from the engineers to conduct a survey. After discussion this item will be held over as we await guidance from state and local authorities regarding requirements.

### New Business:

- Lloyd Shroyer is working with the entry door system to determine the cause for the door malfunctioning some of the time. The quote will be forwarded to the new Board when received.
- Sand is again collecting along the rocks in front of the pool and need to be hosed off with the fire hose if we can get additional volunteers to help as it requires more than one person.

### Owner Comments:

- A question was asked if the state or local governments had mandated engineering surveys. Todd Dawson reported that currently there is not mandate or published guidelines. We may see the insurance companies driving the issue.
- Jack McQuirk, Sunset Bocce Commissioner Emeritus, reported that bocce will be starting up again in February in a different format and players are welcome.
- An owner commented that with all the new owners and people at Sunset could we re-start our parties. In the past we had 4 parties a year. In the past few years with Covid those parties were cancelled. Todd mentioned the Board is in total support of such parties, but we need to have an active Social Committee to help arrange

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

Respectfully Submitted,

*Lloyd Shroyer*

Lloyd Shroyer, Sunset Secretary

The Annual Meeting Wednesday February 16, 2022 at Charlies from 9am-11am.

The next Board Meeting is tentatively scheduled for Thursday January 27, 2022, at 9:00 a.m.