

SUNSET INC.

Board of Directors Meeting
February 20, 2023, 9:00 a.m. EST

Mark Hilton called the meeting to order at 9:04 am EST. Linda Durst called the roll. Mark Hilton, Emidio Carrico, Stacy Howard, Deb Jones, and Linda Durst attended the meeting by phone. Many of the owners attended the meeting by phone.

Mark Hilton confirmed that proper notice was sent to all owners and the manager by email on February 18, 2023. The meeting is also being recorded.

Confirmation of a Quorum:

Mark Hilton confirmed with 5 of the 5 active board members present the quorum requirements were satisfied, and the meeting can be held.

President Report:

The first order of business was to discuss positions and length of terms for the board members. Emidio Carrico made a motion to recommend for discussion that Mark Hilton be president, Deb Jones be vice-president, Emidio Carrico be treasurer, Linda Durst be secretary, and Stacy Howard be assistant officer. Mark Hilton made a motion to accept the recommendation that Mark Hilton be president for 1 year, Deb Jones be the vice-president for 2 years, Emidio Carrico be the treasurer for 2 years, Linda Durst be the secretary for 1 year, and Stacy Howard be the assistant officer for 1 year. Linda Durst seconded. Vote taken Deb Jones, Emidio Carrico, Stacy Howard, Mark Hilton, and Linda Durst with ayes. Motion carries.

The seconded order of business was to discuss a proposal from DMJA Landscape Architects. Deb Jones explained that the Grounds Committee met with 3 companies to find the right architectural firm to restore the grounds (one landscape architectural firm and 2 landscape design companies). Gregory Disario, RLA, walked the grounds and discussed options. The Grounds Committee unanimously agreed that DMJA Landscape Architects firm would best meet the needs of Sunset. The proposal was emailed to the board members for their review. Deb Jones explained that DMJA was proposing a Master Plan, a Fort Myers Beach Landscape Plan, and an Irrigation Design. Deb Jones noted that the Grounds Committee will meet with Gregory Disario for a question and answer meeting if the board accepts the DMJA proposal. Deb Jones moved to accept the recommendation of the Grounds Committee to sign the proposal dated February 6, 2023, from DMJA Landscape Architects in the amount of approximately \$12,900. Mark Hilton seconded and asked for comments from the board members. Linda Durst asked about timing and the company did allude that they could start soon. Stacy Howard asked if the irrigation design should be done as part of this proposal. Deb Jones responded that the committee

agreed to complete the irrigation design, however she will discuss this further to determine the optimum time to have this done. Vote taken: Deb Jones, Emidio Carrico, Stacy Howard, Mark Hilton, and Linda Durst with ayes. Motion carries.

Owner's Comments:

The meeting was open to the owners and all questions and concerns were addressed.

The regularly monthly board meeting will be February 23, 2023, at 9:00 am EST.

With no further topics to be brought before the Board, Mark Hilton moved to adjourn the meeting. Emidio Carrico seconded. Vote taken Emidio Carrico, Deb Jones, Stacy Howard, Mark Hilton, and Linda Durst with ayes. Motion carries. The meeting was adjourned by motion and the recording was stopped.

Respectfully submitted,

Linda Durst

Linda Durst, Sunset Secretary