

# SUNSET INC.

Board of Directors Meeting  
June 29, 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, Deb Jones, Stacy Howard, and Linda Durst attended the meeting by phone. Many owners attended the meeting by phone.

Mark Hilton confirmed that proper notice was sent to all owners and the manager by email on June 26, 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.

## **Secretary Report:**

The minutes from the April 27, 2023 and May 25, 2023 have been reviewed by the board members and updates completed. Mark Hilton made a motion to accept the board minutes for April 27, 2023. Deb Jones seconded. Vote taken and Stacy Howard, Mark Hilton, Emidio Carrico. Deb Jones, and Linda Durst with ayes. Motion carries. Mark Hilton made a motion to accept the board minutes for May 25, 2023. Deb Jones seconded. Vote taken and Stacy Howard, Mark Hilton, Emidio Carrico. Deb Jones, and Linda Durst with ayes. Motion carries. The minutes will be posted to the Sunset website.

## **Treasurer Report:**

Emidio Carrico stated that the May financial report was emailed to the owners. Balance sheet and P&L look good. Third quarter maintenance fees are all paid. One special assessment (\$18,000.00) remains outstanding.

Mark Hilton made a motion to approve the May financial report, Deb Jones seconded. Vote taken and Deb Jones, Mark Hilton, Emidio Carrico, Stacy Howard, and Linda Durst with ayes. Motion carries.

**President Report:**

Thomas and Kimberly Reis, Unit 401, have applied for membership. Mark Hilton moved to accept the membership application for Thomas and Kimberly Reis. Linda seconded. Vote taken and Deb Jones, Mark Hilton, Emidio Carrico, Stacy Howard, and Linda Durst with ayes. Motion carries.

Florida Power and Light has completed transfer of power to all the units. Generators will be removed.

Waiting for the photometrics study to be completed to determine the number of lights required for the grounds and under the tower to meet the turtle lighting codes/requirements.

Structural drawings should be completed and ready for permitting.

Mechanical drawings need to be updated with the A/C unit in the lobby.

Electrical drawings will be reviewed again after the photometrics study is completed.

Mark Hilton will have a conference call with Deb Jones, Shane Clarke (Belfor), and Rick Dearing to finalize next steps with permits and insurance monies.

**Manager Report:** Bob Collins reported that Crowther Roofing has completed the first membrane. The foam is on the roof and ready to be shaped for drainage. Crowther plans on being completely done at the end of July.

The floors have been cleaned and debris removed. There is a cracked window on the 4<sup>th</sup> floor near the elevators. Bob Collins routinely continues to check the A/C units and notifies the owner with any problems. Thank you Bob Collins for all you do.

**New Business:** Deb Jones reviewed the progress of the Grounds Committee and updated the information on the LDO Type 2, needed to proceed with the restoration and possible improvements for the grounds. Deb Jones made a motion to consider the request for \$350.00 to request an LDO Type 2 permit from the City of Fort Myers Beach. Mark Hilton seconded. Discussion by the board members and owners. Deb Jones stated that Greg Disario will work closely with the committee with any requested updates from the city. Mark Hilton made a motion to approve \$350.00 for an LDO Type 2 permit from the City of Fort Myers Beach. Deb Jones seconded. Vote taken and Deb Jones, Mark Hilton, Emidio Carrico, Stacy Howard, and Linda Durst with ayes. Motion carries.

**Owner's Comments:**

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

With no further topics to be brought before the Board, Mark Hilton moved to adjourn the meeting. Deb Jones seconded. Vote taken Deb Jones, Mark Hilton, Stacy Howard, 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