

# SUNSET INC.

Board of Directors Meeting  
May 22, 2024, 9:00 a.m. EST

Deb Jones called the meeting to order at 9:10 am EST. Linda Durst called the roll. Emidio Carrico, Stacy Howard, Deb Jones, and Linda Durst attended the meeting by phone. Many owners attended the meeting by phone.

Deb Jones confirmed that proper notice was sent to all owners and the manager by mail on May 19, 2024. The meeting is also being recorded.

## **Confirmation of a Quorum:**

Deb Jones confirmed with 4 of the 4 active board members present the quorum requirements were satisfied, and the meeting can be held.

## **Secretary Report:**

Linda Durst stated that the minutes from April 18, 2024, were emailed to the board members and updates were done. Deb Jones moved to approve the minutes from April 18, 2024. Linda Durst seconded. No discussion. Vote taken and Linda Durst, Emidio Carrico, Deb Jones, and Stacy Howard with ayes. Motion carries.

## **Financial Report:**

The April financial statement was emailed to owners. Emidio Carrico stated that operating fund is running favorable to the budget. The accountants are moving funds from the surplus 2023 operating fund into the replacement fund as per the vote at the owner's annual meeting. There will be two more moves later in the year. Deb Jones moved to approve the April 2024 financial statement. Stacy Howard seconded. Deb Jones opened the floor for the owners to comment on this agenda item per their request. Vote taken and Linda Durst, Deb Jones, Emido Carrico and Stacy Howard with ayes. Motion carries.

## **New Business:**

Deb Jones asked Bill Baird, our owner's representative, to review the contracts from AES Electric for \$45,700, and Semmer Electric for \$32,000 to provide electrical installation for the pool. Discussion by board members. Deb Jones opened the floor for the owners to comment on this agenda item per their request. Additional discussion by Bill Baird and the board members. Deb Jones made a motion to accept the proposed contract from Semmer Electric for \$32,000 for electrical installation for the pool.

Linda Durst seconded. Vote taken and Emidio Carrico, Linda Durst, Deb Jones, and Stacy Howard with ayes. Motion carries.

Deb Jones gave an overview of the proposals by PBS Contractors, LLC. and Sunset Builders & Maintenance. Deb Jones reviewed the chart that was prepared to understand the differences. Bill Baird discussed the scope of work for each contract. Discussion by board members. Deb Jones made a motion to approve the contract with PBS Contractors, LLC, subject to legal review to engage as a construction manager for the work outside the footprint of the tower excluding current vendor relations with Aqua Illusions, Accent Brick Payers, Naples Well Drilling, and Blossman Gas & Appliance. Stacy Howard seconded. Discussion by board members. Deb Jones opened the floor for the owners to comment on this agenda item per their request. Additional discussion by board members and Bill Baird. Deb Jones amended the motion to approve the Pre-construction Contract subject to internal review by engaging PBS Contractors, LLC, as a construction manager for the work outside the footprint of the tower. Linda Durst seconded. Vote taken and Emidio Carrico, Linda Durst, Deb Jones, and Stacy Howard with ayes. Motion carries.

With no further agenda items, Deb Jones moved to adjourn the meeting. Emidio Carrico seconded. Vote taken Emidio Carrico, Deb Jones, 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