

SUNSET INC.

Board of Directors Meeting
September 11, 2024, 9:00 a.m. EST

Deb Jones called the meeting to order at 9:02 a.m. EST. Linda Durst called the roll. Deb Jones asked for a moment of silence for the events of 911. Mark Hilton, 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 September 8, 2024. The meeting is also being recorded.

Confirmation of a Quorum:

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

Secretary Report:

Linda Durst stated that the minutes from March 4, 2024, July 11, 2024, and July 25, 2024 were emailed to the board members and updates were done. Linda Durst moved to approve the minutes from March 4, 2024. Mark Hilton seconded. Vote taken and Linda Durst, Deb Jones, and Stacy Howard with ayes. Mark Hilton abstains. Motion carries. Linda Durst moved to approve the minutes from July 11, 2024. Deb Jones seconded. Vote taken and Linda Durst, Deb Jones, and Stacy Howard with ayes. Mark Hilton abstains. Motion carries. Linda Durst moved to approve the minutes from July 25, 2024. Stacy Howard seconded. Vote taken and Linda Durst, Deb Jones, and Stacy Howard with ayes. Mark Hilton abstains. Motion carries.

Financial Report:

Deb Jones discussed the financial statements for July 2024. The operating budget continues to be under budget. Deb Jones opened the floor for the owners to comment on this agenda item per their request. Deb Jones moved to approve the July 2024 financial statement. Mark Hilton seconded. Vote taken and Linda Durst, Deb Jones, Mark Hilton, and Stacy Howard with ayes. Motion carries.

New Business:

Deb Jones discussed Emidio Carrico's resignation from the board and treasurer's position. Deb Jones thanked Emidio Carrico for his outstanding expertise and knowledge as Sunset's treasurer. Deb Jones spoke with Perkins Accounting and Reginald Perkins has agreed to complete the financial statements and help when requested. Mark Hilton volunteered to review the invoices before that are sent to Deb Jones for approval. Deb Jones opened the floor for the owners to comment on this agenda item per their request. No additional discussion by the board members.

Deb Jones requested to add an additional agenda about building security with Belfor not available. The board members agreed. Discussion by the board members. Bob Collins has continued to be available to let owners into their units. Deb Jones and Mark Hilton agreed that owner's contractors should be allowed to work in units. Deb Jones opened the floor for the owners to comment on this agenda item per their request. Additional discussion by the board members. Deb Jones will meet with Bob Collins.

Old Business:

Deb Jones made a motion to approve the Clive Daniels Hospitality proposal dated August 9, 2024, for \$30,500.00 plus tax. Mark Hilton seconded. Deb Jones reviewed the changes in the updated contract. Discussion by the board members. Bill Baird clarified the question about the sales tax. Deb Jones opened the floor for the owners to comment on this agenda item per their request. Additional comments from the board members. Bill Baird reviewed the scope of work for a designer. Deb Jones amended the motion to approve the Clive Daniles Hospitality proposal dated August 9, 2024, for \$30,500.00 plus tax for applicable materials. Mark Hilton seconded. Vote taken. Mark Hilton, Stacy Howard, Linda Durst, and Deb Jones with ayes. Motion carries.

With no further agenda items, Linda Durst moved to adjourn the meeting. Mark Hilton seconded. Vote taken. Mark Hilton, Stacy Howard, Linda Durst, and Deb Jones with ayes. Motion carries and the meeting was adjourned. The recording was stopped.

Respectfully submitted,

Linda Durst

Linda Durst, Sunset Secretary