

SUNSET INC.

Board of Directors Meeting
October 25, 2018 9:00 a.m.

Wayne Porter called the meeting to order. Lloyd Shroyer called the roll. Todd Dawson and Wayne Porter attended by phone. Lloyd Shroyer and Steve Walz were in the office. Gregg Parrish was absent. Bob Collins was in the office. Owners Doug Daniel, Cheryl Walz, Dave & Donna Veceli, Diane Linton and Alf & Bridget Kielhorn were in the office. Wayne Porter welcomed all and wished to confirm that proper notice was given and the meeting's agenda was posted. The meeting is also being recorded.

Secretary's Report

- Lloyd Shroyer confirmed that the Minutes of the September 20, 2018 meeting were electronically approved on September 25, 2018. Todd Dawson moved and Lloyd Shroyer seconded the electronic approval of the September 2018 Minutes. Motion carried. The meeting minutes were posted on the Sunset website.
- The Board also reviewed the Budget timeline for 2019 providing adequate time for the owners to review before an official adoption. Lloyd said the Annual meeting will be held on February 20, 2019. Details of annual board candidate elections timeline were also given. The Board terms of Wayne, Todd and Steve will be up this year.

Treasurers Report

- Treasurer Steve Walz presented the Financial Statements for September 30, 2018 and were reviewed by the Board. Steve reported that the financials are running according to budget. Lloyd Shroyer moved and Wayne Porter seconded the approval of the September Financials. Motion carried.

President Todd Dawson and Bob Collins joined the meeting.

- Steve presented the Budget spreadsheets for Sunset's 2019 Calendar Year along with the Reserve Fund and Reserve Budget estimates. Treasurer Steve Walz and Sunset's Accountant assembled the 2019 budget worksheets for initial Board review. Todd said The Board will review at a later date the final budget and then submit to owners for input. Todd thanked Steve for his work and appreciated the transparent presentation.
- The annual maintenance fees were discussed. While the reserve calculations suggest no raise in the quarterly fees some felt we should raise the amount to build reserves higher as to prevent future large project assessments. Todd said Island Winds had no reserves and just assessed their owner \$25,000.00 per unit for improvements.

Presidents Report:

Todd Dawson reported on the following information:

- T-Mobile Generator Payment: Todd reported that discussions with T-Mobile are moving forward with an agreement to be made soon. T-Mobile still owes Sunset \$36,000.00 for their portion of the new generator expense and future maintenance & fuel expenses.
- Architectural Committee: Todd reported that Diane Linton has resigned from the committee and the Board was in search of replacements.
- Beach Raking/Cabana Rental: Todd reported that Sunset has terminated its contract with Tony for Cabana and beach raking services. Sunset has approved Mid Island Water Sports to take over the needs of Sunset.
- Annual Meeting: Sunset's Annual Meeting will be held at Charlie's.

Manager's Report:

Bob Collins reported on the following topics.

1. Verizon: Verizon has yet to install expanded metal to the bottom of the antennae covers. Bob has not heard from Brad Shaw regarding the installation. Sunset would still prefer the metal installation.
 2. Electrical Equipment Room: New AC units have been installed in the room and ThyssenKrupp has really dressed up the room well. They also discovered and access hole that can lead to another storage room if needed.
 3. Elevator Issues: The East elevator continues to shut down from time to time. The door would remain open on a higher floor and not moved when floor number is pressed. Thyssenkrupp will be contacted to remedy the issue.
 4. Lobby Refresh: The Lobby refresh is near completion with a few details to complete. Plus tile will be removed from the elevators with new lobby tile to be installed.
 5. Pool Closing: The state inspector closed the pool for various details. Bob will fix and get the pool reopened tomorrow.
 6. Pavers: Todd contacted DeBoest and he will pursue a conclusion with paver staining and the expense to clean and seal.
 7. Leak in Pump Room: The big shutoff for the water was leaking and is now fixed. Bob has inspected the valve and room for additional leaking. The room is dry.
 8. #2 Stack Leak: Bob is trying to locate a leak in #2 stack. Update later.
 9. Smoke Detectors: The detectors will be relocated in the Lobby.
 10. Parking Bumpers: Bob will secure 8 more parking bumpers to replace damaged ones.
 11. Stairwells: Bob will start at the top floor and proceed downward to clean the stairwells. Also, the stairwells are clear of personal items.
- Lloyd asked Bob is the elevator cabs have an unusual vibration. Bob said rollers were repaired or replaced so it should be operating fine.

Landscape Committee Report:

- Native Tec: It appears that it will be impossible for Sunset to be permitted to have a second drive for trash pickup. Trash will still be moved to the front for pickup but only through the main drive in.
- Trees/Mulch: Mulch will be applied to the Sunset grounds. It was discussed that we hire or contract someone to lay the mulch. There will be 6 pallets or 420 bags used to the dispersed in the Sunset landscaping beds.

Architectural Committee:

- Todd said he will be looking for a new Chair for the Architectural Committee. Cheryl Walz volunteered to help coordinate the Christmas Lighting.

Social Committee Report:

- Cheryl Walz reported that the first Owner Party was held. Parties in the past happened when most units were rented out. Owners brought appetizers and drinks. Future parties will be funded through donations, entrance fees or sponsors.

Old Business:

- No Old Business was discussed.

New Business:

- Unit #704 Flooring: Todd asked for approval for new flooring to be installed in 704. Todd Dawson moved and Steve Walz seconded to approve the installation of alternative flooring with sound deadening material. Motion carried.
- Lloyd Shroyer said that emails were not reaching all owners. He suggested a test message be sent to verify deliveries.
- Lloyd also discussed the fish line on the trees by the pool. Dave Viecele said that the tree indentations by the fish line was caused by a weak growth period.

Owner Comments:

- Doug Daniel asked when the current Verizon contract would end. He stated he would attempt to negotiate for improved terms.
- Donna Viecele said that we invite the Privateer over to use Sunset's pool when theirs is shut down. She requested that we be notified when Privateer Owners and Guests are invited to use our pool so that we may be welcoming to them.
- Cheryl Walz wanted to make known the private Facebook page for Sunset. Cheryl said Karen Spake would like to see other owners post to it as it is a method of communication.

With no further topics to be brought before the Board, Lloyd Shroyer moved and Steve Walz seconded to adjourn the meeting. Motion carried.

Respectfully Submitted,

Wayne M. Porter

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Recording Secretary

The next scheduled Board Meeting of Sunset will be held on November 14, 2018 at 9:00 a.m.