

# SUNSET INC.

Board of Directors Meeting  
December 3, 2020 9:00 a.m.

Todd Dawson called the meeting to order. Lloyd Shroyer called the role. Lloyd Shroyer attended the meeting in the Sunset office. Mark Bishopp and Todd Dawson attended by phone. Bob Collins were in the office. Board members Jonathan Stoner and Steve Walz were not available. Owners Dave Vieceli and Doug Daniel were present in the office.

Todd Dawson confirmed that proper notice was posted on December 1, 2020 and was forwarded via email as a courtesy to the owners. The meeting is also being recorded.

## Confirmation of a Quorum:

- Todd Dawson confirmed with three of the five board members present the quorum requirements were satisfied, and the meeting can be held.

## Secretary's Report

- Lloyd Shroyer confirmed that the minutes from October 29, 2020 meeting were approved by board email vote and have been posted on the Sunset website.

## Treasurers Report

- Steve Walz was not available due to a medical procedure and our best wishes go to him for a speedy recovery. In Steve's absence Todd Dawson gave a brief review of the October financials.
  - The Operating fund is running very close to budget for the month and year.
  - The Replacement fund we are under budgeted spend as other than the stairway no major projects have been undertaken.
- With no further questions, Mark Bishopp moved to accept the October financials. Lloyd Shroyer seconded the motion and the motion carried.
- Previously a draft budget had been sent to the board for comment. Todd explained that the budget is generally flat with the major exception of our insurance. Due to the natural disasters (floods, fires, storm, etc) we have been told to expect an increase of around 30% in our rates. Sunset renews its insurance in June and we therefore increased the budget for insurance for the last half of the year. No further questions were asked. We will prepare the budget for submission to the owners and schedule a meeting with proper notice for mid-December to get final approval.

## Presidents Report:

- Annual Meeting discussion: The Sunset Annual Meeting is scheduled per our bylaws for the third Wednesday in February which is February 17, 2021. Normally our annual meeting is held in Charlies Boat House restaurant. However, with COVID still embracing Florida and the World Todd Dawson asked those present if they thought it wouldn't better if we held the meeting outside this year. Lloyd Shroyer mentioned that on a recent walk he saw another condominium holding what appeared to be an annual meeting outside. Others thought that the idea of holding the meeting outside on the Sunset grounds would be acceptable under the circumstances and a way to be socially responsible. The thought is we could hold the meeting on the ocean side of our parking lot and if it happen to be raining we could go under the car port. Todd Dawson and Secretary Lloyd Shroyer will send prepare to send out the required Notice by the due date of December 19, 2020.
- Fire Inspection Progress: Todd Dawson asked Bob Colins to provide an update on the progress toward remediation of the issued identified in our most recent fire inspection.

## Manager's Report:

- Bob reported that he has taken care of and fixed all of the items except for three items so far. Those three items are:
  - Pump Room: We located and contracted for an architect to draw up the required wall in the pump room and the drawing has been submitted to the Fire Marshall for approval. If approved we will identify a contractor.
  - Dumpster Room: Bob identified a contractor to replace the doors to the dumpster room and install the required automatic door closers. We are still waiting on the quotes and Bob will follow up with the board when he receives the quote.
  - Owners Storage Cribs: An email will be sent out to the owners requesting them to remove any combustibile closer than 24" to the ceiling. Bob Collins and Lloyd Shroyer are going to experiment with tape or perhaps a painted line and signage in each storage room to explain and visually indicate that combustibile materials cannot be above the line.
  - In the October board meeting Dave Vieceli asked if Sunset had looked into possibly adding sprinklers to the crib rooms. Lloyd Shroyer checked with our sprinkler contractors and it would be possible to run sprinklers in those rooms. Lloyd then followed up with the Fire Inspector and was told that sprinklers would not eliminate the need to have combustibile material removed from within 24" of the ceiling. Therefore, it would make no sense to go to the effort.
  - In the last meeting Bob Collins was asked to get our former exterminator to quote on taking over the preventative spraying of Sunset including spraying in each unit as has been done in the past. We have several units expressing concerns and the service from our current exterminator service is falling short of what was promised. Bob received the requested quotes. Lloyd Shroyer moved to accept the quote which

included spraying each unit. Mark Bishopp seconded the motion and the motion carried.

### Landscape Committee Report

- The Dave Vieceli was present to give an update:
  - The mulch has been purchased and will be delivered in December.
  - Replacement flowers/plants are being purchased as needed and bills will be submitted for reimbursement.
  - Dave and Donna Vieceli will contact our landscaping contractor to see if he has the capability to be a “one stop shop” for all yard, tree and sprinkler needs.
  - A discussion was had regarding Estero. Dave and Donna Vieceli will begin to work with landscapers to come up with a few options on the landscaping along Estero. Lloyd Shroyer volunteered to work with them as the board representative. At least two options will be presented both of which help provide a barrier to prevent people from walking from Estero across our property.

### Social Committee Reports:

- We are still looking for Social Chairs for the coming year. COVID is putting a damper on any of our normal parties.

### Old Business

- Entry Box: The wire that leads from the power supply to the door actuators was recently replaced as it was determined that when installed the wrong gauge of wire was used. Many thanks to Dave Vieceli for pointing that out. The rewiring appears to have fixed the door issues. If not, we will replace the power supply which is the next suspect causing the doors not to open when a code or fob is used.
- VoIP phones. Bob Collins is checking to see if our tech vendor could install the VoIP phone boxes for us. We will ensure that the fire box is not included in that process which was never our intentions.

### New Business:

### Owner Comments:

- Last month Dave Vieceli volunteered to take the channel list received from Direct TV to determine if we were getting channels promised. He reported that there were only 4 we were possibly not receiving. However, there is still confusion, which perhaps may be

programing, as the guide is in contradiction to what we have access. Dave will meet with Dustin when he is at Sunset to get clarity.

- The board was asked to remind people that dogs need to be leashed on a 6' lease.

With no further topics to be brought before the Board, Todd Dawson moved, and Lloyd Shroyer seconded a motion to adjourn the meeting. Motion carried.

Respectfully Submitted,

*Lloyd Shroyer*

Lloyd Shroyer, Sunset Secretary

The next Board Meeting is tentatively scheduled for Thursday December 31st, 2020 at 9:00 a.m.