

SUNSET INC.

Board of Directors Meeting
December 30, 2021, 11:00 a.m.

Todd Dawson called the meeting to order. Lloyd Shroyer called the role. Todd Dawson, Jonathan Stoner, Lloyd Shroyer, and Emidio Carrico attended the meeting by phone. Greg Parish was unavailable. Bob Collins was present in the office. Owners Dave & Donna Viecele, Gerald and Marcia Bailey, and Doug Cardwell were present in the office.

Todd Dawson confirmed that proper notice was posted on December 27, 2021, with a courtesy copy being emailed to the owners. The meeting is also being recorded.

Confirmation of a Quorum:

- Todd Dawson confirmed with 4 of the 5 active board members present the quorum requirements were satisfied, and the meeting can be held.

Secretary's Report: - Lloyd Shroyer

- The minutes from the December 2, 2021, Board Meeting and December 8, 2021, Budget Approval Meeting were circulated to the Board via email for review. No changes were requested. Emidio Carrico moved to accept the minutes as submitted and Todd Dawson seconded the motion. The motion carried. The minutes will be posted to the Sunset website.

Treasurers Report: - Emidio Carrico

- Emidio Carrico provided a review of the November 2021 financials for Sunset.
 - The Operation Budget deficit is holding steady.
 - The Replacement Fund had additional expenses hit it this month
 - Pump room Fire Wall
 - Deposit on the pool heaters
 - Due to the deficit in the Operating Fund, we borrowed from the Replacement Fund. It was hoped that we could replenish that money before year end, however, the Operating Fund doesn't have sufficient balance yet due to a delay in the mailing of the maintenance fee statements.
 - Todd Dawson moved to accept the November financial statements and Jonathan Stoner seconded and the motion carried.

President's Report: - Todd Dawson

- Annual Meeting

- The Annual Meeting is scheduled for February 16th, 2022, and will be held again at Charlies across the street from Sunset. The meeting start time is earlier than normal and is scheduled from 9am-11am. We need to be out in time so they can set up and serve lunch.
- Another email was sent out to the owners reminding them of the January 7th, 2022, deadline to indicate if they want to run for the board.
- We received confirmation from the Estates Pressure Washing insurance company that they will be paying in full for the damage caused. They will be sending a check directly to TKE. In addition, they made note of the larger quote from TKE regarding devices that were in contact with excessive water yet still functioning. If we have trouble with those components in the reasonable future, they asked to contact them directly after the repair.

Manager's Report: - Bob Collins

Bob Collins reported on activities for the month.

- EPS made the required repairs to the fire detection and alert system identified in the Fire Inspection.
- Our electrician fixed all the elements listed in the Fire Inspection.
- Trespassing signs arrived and will be posted on all entrances and all four corners of the property.
- Our pool lid that covers the equipment was ripped off during a windstorm. Bob has temporarily re-attached the lid, but we will receive a quote for a new lid.

Landscape Committee Report: - Lloyd Shroyer

- Our contractor, Karras, was at Sunset recently and completed the plantings project along Estero per our approved plans.

Old Business:

- Entry Sign: Our contractor is still working with the Town to get permitted. They feel that they have addressed all the concerns from the Town and are working to get it permitted for installation.
- We are still getting quotes to either repair or replace our video security system.

New Business:

- Lloyd Shroyer presented a quote for the up-lighting of the Christmas palms along Estero. Karras will perform the installation of the low voltage system. The project will fit within our Estero project budget. Todd Dawson moved to accept the quote and move forward with the up lighting. Emidio Carrico seconded the motion and the motion carried.
- Our LP tank is showing signs of corrosion and needs to be replaced. Lloyd Shroyer met with and obtained a quote from Blossman gas for the installation of a new LP tank. The

price to install a new tank including one year rental of \$233 is \$3,335, however, embedded within that price is the cost to completely fill the tank. As the current tank has fuel in it now, we will receive a credit back for that fuel after they empty the tank. They will also replace hoses and lines going to the grill for free if needed. AmeriGas is our current gas supplier, however, after repeated attempts by Lloyd we could not get them to come out to give a quote on the replacement. After discussion, Todd Dawson moved to approve the quote from Blossman's for the maximum amount of \$3,335 but with the understanding we will get a credit back for existing fuel. Jonathan Stoner seconded and the motion carried. Lloyd will contact Blossman's. We will wait to cancel with AmeriGas until the new tank is installed as there may be a delay for permitting.

- Engineering Survey. Five firms were contacted for quotes to conduct an engineering survey on our building. Three of the five firms provided quotes and will be reviewed and compared for discussion by the Board at a later meeting.
- Lloyd Shroyer is working with the entry door system to determine the cause for the door malfunctioning some of the time.

Owner Comments:

- An owner asked if the board was aware of a recent incident between two owners. Not all the board was aware but will be made aware. In general, unless rules have been broken the Board does not get involved in interpersonal conflicts between owners.

With no further topics to be brought before the Board, the meeting was adjourned by motion.

Respectfully Submitted,

Lloyd Shroyer

Lloyd Shroyer, Sunset Secretary

The next Board Meeting is tentatively scheduled for Thursday January 27, 2022, at 9:00 a.m.