

# SUNSET INC.

Board of Directors Meeting  
May 25, 2023, 9:00 a.m. EST

Mark Hilton called the meeting to order at 9:02 am EST. Linda Durst called the roll. Mark Hilton, Emidio Carrico, Deb Jones, and Linda Durst attended the meeting by phone. Many owners attended the meeting by phone.

Mark Hilton confirmed that proper notice was sent to all owners and the manager by email on May 22, 2023. The meeting is also being recorded.

## **Confirmation of a Quorum:**

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

## **Treasurer Report:**

Emidio Carrico stated that the April financial report was emailed to the owners. Balance sheet and P&L look good.

There continues to be one outstanding special assessment.

Emidio Carrico and Deb Jones will create a tracking mechanism for Ian's expenses and assessment/insurance income. This document will help the board and owners understand the cost and payment source for the restoration of Sunset.

Mark Hilton made a motion to approve the April financial report, Deb Jones seconded. Vote taken and Deb Jones, Mark Hilton, Emidio Carrico, and Linda Durst with ayes. Motion carries.

## **President Report:**

Bob Collins getting parts to have water available for Crowther Roofing to start work on the roof on June 5, 2023.

Most of the sand has been placed in the holes in the parking lot.

The board has been reviewing the drawings from MECA.

- The structural drawings are approved and sent for permitting.
- The mechanical drawings had a few changes and are waiting for MECA to update and then will be sent for permitting.
- There were items missing from the electrical drawings and the updates are being sent to MECA today. Once received from MECA, the changes will be reviewed, and drawings sent for permitting.

TKE has received their deposit and parts and equipment are being ordered for the elevators.

Waiting for the inspection from the city so FPL can be approved to complete installation of the temporary electrical service.

Next meeting is scheduled for June 29, 2023, at 09:00 a.m. EST.

**New Business:**

Deb Jones made a motion to approve the proposal from Gizzi Appraisal Service, Inc. for \$650.00 to appraise the property manager's residence. Mark Hilton seconded. Discussion by the board members. This appraisal will determine the market value and used for the 50% rule for rebuilding the manager's residence. Vote taken and Deb Jones, Mark Hilton, Emidio Carrico, and Linda Durst with ayes. Motion carries.

Mark Hilton made a motion to approve the proposal from Scott R. Vaughn, PE, LLC for \$5000.00 to provide engineering for the pool restoration. Linda Durst seconded. Comments from board members. Vote taken and Deb Jones, Mark Hilton, Emidio Carrico, and Linda Durst with ayes. Motion carries.

**Owner's Comments:**

The meeting was open to the owners and all questions and concerns were addressed.

With no further topics to be brought before the Board, Mark Hilton moved to adjourn the meeting. Deb Jones seconded. Vote taken Deb Jones, Mark Hilton, 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