

**Sunset Bay Condominium Association
Minutes of the Board of Directors' Meeting
Thursday, December 14, 2017**

Call to Order/Establish Quorum of Directors: Manager, Lynn Hiott called the meeting to order at 1:02 pm in the clubhouse at 225 S. Tropical Trail. Board Members present were: Secretary Diane Dahmer. On speaker phone was: President Jeanette Schultz, Vice President Dale Hartzell, and Director Robert Moskovitz. Treasurer Coral Bailey was absent. A quorum was established. Lynn Hiott with Reconcilable Differences were present. Two-unit owners attended.

Establish Quorum of Members by Written Consent Form: A quorum was met. Ninety-seven (97) proxies were needed to establish a quorum of members by written consent. One hundred and thirty-one owners attended (131 by written consent forms).

NEW BUSINESS:

Voting Results on **Line of Credit/term loan or Special Assessment for Seawall/Roof repairs:** One hundred twenty-eight (128) voted to have the Association obtain the line of credit/term loan with Valley National Bank in the amount of \$500,000 to fund repairs to the common element seawall and roof replacement projects. Three (3) voted to have a one-time special assessment on their unit based on square footage varying from \$1,432 to \$3,898. Two-thirds of the number of members that voted were needed to approve the loan. There was well over 87 yes votes in favor of the line of credit/term loan. Jeanette made a motion to approve the line of credit/term loan with Valley National Bank as stated above, Robert seconded, and all were in favor. The signors on the account will be Diane and Coral as previously agreed upon. The one-time special assessment did not pass.

Relocation of Fire Pit by the 900 Building: Lynn reported that due to the hurricanes taking the land away next to the dock, she contacted the fire marshal and he approved the relocation of the fire pit behind the 600/900 building close to the river. But the Association had to comply with his standards of it being enclosed in the ground (so not easily kicked over), a water source nearby, fire extinguisher close by, and the hole had to be fire sprayed bricks, which Mike's Masonry did this. It will have a cover to the pit, which the cover will remain on the pit until it is used, then cover will have to be replaced on it. I asked Mike about water drainage and he stated that the fire bricks are very porous and loves water. He claims water will not buildup in the fire pit hole. He also will add two more layers of stones around the fire pit to bring it further above the ground, once approval is given. He also will have a special cover made for the top of the fire pit and he made a rack for the bottom of the fire pit so that the wood would be able to breathe and burn. I have verbally spoken with about 60% of the ones who live close to this area and they all have reported back to me as not having an issue with this fire pit location, matter of

fact they all support it and are very excited to see it finished so it can get used very soon. Jeanette made a motion to approve the fire pit relocation at a cost of under \$500 with rules posted that fire must be extinguished properly, area to be cleaned up, and fire pit to close with general 10 pm time, Diane seconded, and all were in favor.

Sanctuary Area by Tennis Court: This location of grounds beside the tennis court was an area that was not utilized by anyone or anything. It was a dead area covered in trees and dirt. We placed about 50 feet of small fencing with a gate in this location, added some sitting chairs, covered the electrical that houses the tennis court lights, and recently added 2 pallets of shade resistance sod to the area and this has become a very popular location. I have seen myself kids playing in this area under supervision, and folks simply sitting and enjoying the nature around them. We added a few bushes (crotons) to dress the area up. It has been well received and well-liked by all. Someone requested a bird bath or a small fountain to be added later. Jeanette motioned to approve the sanctuary area by the tennis court of a cost less than \$500, signs posted that dogs must be on a leash at all times and must be picked up afterwards, Diane seconded, and all were in favor.

Annual Meeting: There have been 6 members to send in their Board candidate forms with only 5 positions open, the Association will have to send out ballots with special envelopes and do a full mailing to the all the owners. This package will be sent by the end of December. When owners receive it, they will need to vote up to 5 of the names, place that voting sheet into the ballot envelope and return the signed outer envelope to the Association. All ballots will be opened at the annual meeting. Owners will be able to fax, mail, or email their proxy in.

Manager's Report: Brian will be taking vacation and will be gone from Sunset Bay December 23rd through January 2nd. John and Carl will be here part time during this time to help with the grounds.

Owner Input: Mr. Johnson spoke to the Board and explained that the improvements and projects that have been going on around Sunset Bay have been outstanding and really improving the property. He also wanted to compliment the Board and Management on all their hard work and dedication to beautify Sunset Bay. He also stated that the maintenance guys have done a fantastic job and are great.

Set Next Board Meeting: The next Board Meeting will be the Annual Meeting, Thursday, January 25th at 4 pm.

Adjournment: There being no further business to discuss, the meeting was adjourned at 1:25 pm by Jeanette.

Respectfully Submitted,

Lynn Hiott, CAM #35322
Reconcilable Differences, Inc.