



## **Sunrise Bay Property Owners' Association**

### **Board of Directors Meeting**

**November 7, 2025**

Zoom Meeting (Virtual)

3:30 – 4:30 pm ET

The Board of Director's meeting was called to order at 3:30 pm by Tina Rulli. In attendance were Lorinda Ayling, Maureen Kenny, Scot McAllister, Stashia Van Deusen, Tina Rulli, and Tony Smith (Sunrise Bay Webmaster). A quorum was met for the meeting.

Meeting minutes approval is up to date.

## **Financial Update**

### ***Budget vs. Actuals***

Year-to-date spending is on track with 2025 expenditures as of September 30, 2025.

Total operating expenses as of September 30 were \$20,491. An updated spreadsheet will be posted on our website ([sunrisevaylka.org](http://sunrisevaylka.org)) in the near future.

### ***Account Balances***

As of the end of September, balances are:

\$ 44,013	Operations
\$ 148,576	Reserves

### ***Accounts Receivable***

It was noted that two properties are still in arrears related to previous years' unpaid dues. Action is being taken as required by our Assessment Collection Policy.

### ***2026 – 2030 Financial Planning***

#### **DUES NOTIFICATION**

In November, notification of the 2026 dues was emailed and mailed to all Sunrise Bay Members; invoices were sent by the financial manager. The dues are the same as last year (\$955) as approved by the Members in 2023.

#### 2026 BUDGET REVIEW

The budget projected for 2026 is being drafted based on actual 2025 spending and known expense increases. The treasurer will send out the budget this week via email to the Board for approval.

#### LANDSCAPING CONTRACT APPROVAL

The 2026 and 2027 landscaping contract was discussed by the President. It increased by \$1,500 per year for additional work to maintain the entrances. A motion was made and passed to accept the landscaping contract for 2026 and 2027 with that increase.

#### 2026 RESERVE STUDY

Reserve studies are required by Virginia law every 3 to 5 years. The President recommended we do it in 2026 at the 3-year mark for the following reasons:

- In 2027 we are scheduled to spend \$104,190 to replace the pier decking, stairs, and rails on our docks (see Reserve Study p. C.2), and we need to ensure this estimate is still accurate;
- In 2028, we are scheduled to spend \$110,000 on lake dredging for silt management, and need to ensure this estimate is still accurate;
- In 2029, we are scheduled to spend \$3,900 on entrance sign replacements; however, the community signage was replaced/repared in 2025 and likely is not needed again that soon; and
- We do not have insight into accurate reserve contributions after 2028, which impacts our assessment and budget projections.

A motion was made and passed for performing the Reserve Study in 2026. The cost will be approximately \$1,600 for the next study, which has been budgeted. An entirely new baseline study will not be required.

#### 2026 REPAIRS/REPLACEMENTS APPROVAL

No approvals are required. All known and scheduled repairs/replacements are presently accounted for in the 5-year budget and schedule.

### **New Business**

#### ***Communications Diversification***

Our Sunrise Bay Webmaster, Tony Smith, gave a presentation on new communications diversification approaches that we could pursue. Tony has been living in the community for many years. He has observed that some residents are not checking/getting emails, which we are heavily reliant upon. He recommends we supplement email with other communication options to reach more people in Sunrise Bay and to build our community's connection. We should consider options that include phone calls, bulletin boards, mail, email, and text. There are multiple low/no-cost options that would greatly enhance keeping our members informed and connected.

It was also recommended we do an annual communication survey to understand our community's preferences and most successful means of receiving our communications. Tony and the President will work together to determine next steps. The President would like to use the upcoming holiday potluck event as a use case to test additional means to get the word out.

## **Old Business**

### ***Silt Management Committee***

Our Vice President volunteered to chair the committee. We received two replies from property owners who volunteered to be on the committee (Bob Billingslea, lot 53, and Josh Pitcock, lot 50). The committee's first steps will be to gather the information on our current state and research viable options (with costs) to present to the Board. These options will also need to be included in the 2026 Reserve Study to determine whether the \$110,000 allowance is sufficient. The President will send the information/documentation on where we last left off with this project to our Vice President. The committee will then likely kick off in early 2026 after the holidays.

### ***Community Potluck***

The community holiday potluck is scheduled for December 13, 5:00-7:00 pm. The Loughlins have graciously allowed us to use their home for this event. A "save the date" email went out mid-October. Following the discussion (above) regarding enhancing our communications, an eVite and postcard invitation will go out next week to better advertise this event.

### ***Road Repairs***

The Vice President opened another ticket with the Virginia Department of Transportation for the "D" side paving that is needed. There has been no response to date.

The meeting was adjourned at 4:37 pm.

Maureen Kenny, Secretary  
Sunrise Bay Property Owners Association