



Sunrise Bay Property Owners' Association

Board of Directors Meeting

May 21, 2024

Zoom Meeting (Virtual)

3:30 - 5:00 pm EST

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

The Board is now at full capacity (five members). Thanks to Lorinda and Scot for joining the team!

Meeting minutes approval is up to date.

Assignment of Board Roles

A discussion was held on Board member roles. It was decided by all that the following roles would be held and presented at the Annual Member Meeting:

Tina Rulli – President

Lorinda Ayling – Vice President

Scot McAllister – Treasurer

Stashia Van Deusen – Director at Large

Maureen Kenny - Secretary

Financial Update

Tina reported that having a financial manager for Sunrise Bay has been extremely successful. They have been responsive and timely on all actions and did an excellent job with the dues collection for the Association.

Budget vs. Actuals

We are on track with 2024 expenditures. Nothing unexpected has occurred. An updated spreadsheet will be posted.

Account Balances

As of April 30, balances are:

\$ 55,825.00 Operations
\$ 102,197.00 Reserve

Dues

From 4:05 to 4:12 pm the Board moved to an executive session to discuss the details of two past due properties. Action is being taken as required per our Assessment Collection Policy. The financial management company is taking the lead on this.

New Business

Dock Repairs Scheduled for 2024

We have two repairs scheduled for our docks this year. There is \$10,000 in the 2024 operating budget and \$10,000 from the reserves account allocated to making these dock repairs.

- Washing and sealing the new boards installed last year across all three docks (Pathway, Main, and D Docks) – The sealing is delayed until the fall due to prioritizing the finger pier replacement and the need for a contractor with insurance. This work is to be completed using the \$10,000 from operating funds because it is considered maintenance.
- Rebuilding the damaged finger pier at Pathway Docks – This was completed in late April for \$7,380 out of the \$10,000 allowance from the reserves account.

The Board unanimously approved both of these actions via email prior to this meeting.

Annual Member Meeting

The annual member meeting is to be held in May or June with a minimum of 10 days' notice given to members. June 29, 10:30 am – 12:00 pm, was chosen by the Board for the meeting.

An agenda was discussed; the presentation will be distributed to the Board for review prior to the meeting.

5-Year Action Plan

The 5-year action plan was reviewed. Discussion was held as to whether a new dock layout/plan is possible to regain full function of all our slips. This would need to be determined before the 2027 replacements (piers, stairs, and railings) scheduled per the reserve study. Tina will reach out to the dock builder who just did the finger pier replacement to see if they can provide any insight and options.

New Gate Code

The Board decided there is no need to change the gate code at this time. It was pointed out that the gate has been found on several occasions fully open with no one around. Tina will send out a notice reminding Members to close and secure the gate behind them.

Old Business

Vdot Status

A request has been with Vdot since August 2023 to repair the torn-up road at the end of a cul de sac in our community. Lorinda checked its status with Vdot and they stated that it is unfortunately more significant damage than just potholes. As it is not impeding people or vehicles, they consider it a low priority; therefore, it is presently not on the schedule to be completed. Lorinda will keep checking with them periodically to keep it on their "radar." [Update: On May 23 Vdot began repairs.]

Action Calendar Review

A review was made of the Action Calendar developed by Tina. We are on track for all the items; however, the annual meeting will be in June instead of May. The State Corporation Commission renewal paperwork needed in June will be completed by the financial manager. The next significant item occurs in August (reserve study review); Board discussions will occur in advance.

Portal and Website Contents

It was decided that it is acceptable to leave duplicate data on both the POA website and the financial management member portal. The secretary will review the two sites and verify both are up to date. The Board will also look into adding a link to the new portal from the POA website.

Articles of Incorporation

The Board will send out the voting instructions and amended Articles of Incorporation such that a review and vote can be included at the Annual Member Meeting on June 29.

The meeting was adjourned at 5:00 pm.

Maureen Kenny, Secretary
Sunrise Bay Property Owners Association