



Sunrise Bay Property Owners' Association

Board of Directors Meeting

September 18, 2024

Zoom Meeting (Virtual)

4:00 - 5:00 pm EST

The Board of Director's meeting was called to order at 4:00 pm by Tina Rulli. In attendance were Lorinda Ayling, Maureen Kenny, Scot McAllister, Stashia Van Deusen, and Tina Rulli. 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 2024 expenditures. Total operating expenses as of 07/31 were \$14,598. An updated spreadsheet will be posted.

Account Balances

As of the end of July, balances are:

\$ 46,492	Operations
\$ 103,076	Reserves

2025 Budget Review

At the end of September or early October, the financial manager will send the Board a draft 2025 budget. The Board will review it and accept it or make recommended revisions.

Dues

Two properties are still past due for 2024. Action is being taken as required per our Assessment Collection Policy.

Notification of the 2025 dues will be sent out by the financial manager to all Sunrise Bay Members; the amount will be the same as last year as approved by the Members in 2023. Tina recommended sending out, in advance, a short letter that reminds everyone about the dues and other important information (e.g., new gate code, ensuring they are receiving our emails). The Board will write the letter and send via email. The financial manager will take care of the hard-copy mailing to all.

New Business

Vandalism at Common Area A

This past summer it was reported that people were boarding boats in two slips at Common Area A, leaving trash, damage, and even stealing two items from one of the boats. The owner was going to install a security camera on their boat going forward. Discussion was held as to whether to invest and install cameras, motion lights, and/or signage at the gate and Common A docks. Since no additional occurrences were reported, it was decided to consider the investment next year to see whether this was an isolated incident or not.

Entrance Sign Repairs

The main entrance sign is faded and, on one of the two smaller signs, the logo is peeling off. An initial estimate of \$700 (plus installation) was obtained from LKA Signs. However, when pricing installation, LKA Signs asked to meet in person and show us something concerning about the main entrance sign (likely poor condition of the existing wood). A Board member is meeting with LKA Signs at the entrance this week to learn more. Once we understand the extent of the installation concern, the Board can decide whether this is a repair or replacement issue, and what funds are available to fix it.

Update to Architectural Review Committee (ARC) Form

A member had asked the ARC to approve their boathouse extension. However, the ARC does not approve docks since Dominion handles all approvals. The ARC Approval Packet, therefore, needs to be updated to clarify this process. The Board reviewed the simple update to the form and will send it to the ARC Committee for their approval. Once approved, the updated packet will be posted on the website.

Old Business

Governing Documents Status

The Articles of Incorporation were approved, certified, and posted. The Covenants are the last of the governing documents still remaining to be updated in over 20 years. The difficulty is the current amendment process requires signatures of 2/3 of all record owners (properties) to pass an amended version and we haven't been able to get that many properties to even respond, let alone all agree. Tina proposed that the Board simplify this first amendment prioritizing only the most critical updates, including aligning the way the Covenants are amended in the future with how the other governing documents are amended. This is in line with VA POA Act authorization, and paves the way to keep all governing documents current through an improved and consistent amendment process in the future. The Board felt this was a good idea. Work will begin on this in 2025. Ultimately, the process will include a Town Hall opportunity for members to learn and ask questions about the changes and then obtain the required signatures.

Decision on Power Washing and Sealing Piers

A discussion was held on the power washing and sealing budgeted for this year. It was originally bid for only the new boards installed last year. However, with the unplanned replacement of an entire finger pier this year which also needs to be sealed, the scope and cost will exceed the current budget. New bids need to be received and considered. With these considerations plus the upcoming Reserve Study replacements scheduled for 2027, the Board felt it is most important to price only the new finger pier, stairs, and railing sealing at this time (not all new pier boards).

The meeting was adjourned at 5:01 pm.

Maureen Kenny, Secretary
Sunrise Bay Property Owners Association