



Sunrise Bay Property Owners' Association

Board of Directors Meeting

January 24, 2025

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

2024 Budget vs. Actuals

The Sunrise Bay operating budget ended 2024 \$10,473 under budget. Our biggest areas of savings were landscaping costs, which were less as we didn't need the grass to be cut as many times as budgeted, and the dock power washing and staining which were half the expected cost.

2025 Budget Review

The 2025 budget is on track.

Dishonesty Bond Insurance

Our Financial Manager recommended we review our insurance limits, as they need to cover a quarter of our annual assessments plus our total cash on hand (minus any large expenses forecasted in 2025). The Board unanimously approved via email to increase our bond insurance to cover these minimum requirements at a cost of \$545 this year using Indaco Risk Advisors.

2024 Taxes

The 1099 forms are due January 31, 2025. The financial manager and our tax accountant handle all tax requirements for us and the President reviews and signs the forms when completed.

Dues Status

Two properties still have past due accounts for 2024. Action continues to be taken as required per our Assessment Collection Policy.

For 2025, the President received the accounts receivable report. As of this meeting, 34 properties still had 2025 balances due. Per our Assessment Collection Policy, accounts are not considered late until March 1. Paper copies of invoices were just recently mailed, in addition to the monthly email statements. Next year, the paper copy will be mailed out in November in addition to the email notification.

Some property owners have been having trouble getting onto the new financial portal. Mark, the financial manager, has been assisting with that.

New Business

New Gate Code

On March 1 the gate code will change. Notification will be sent out by email to those who are in good standing with dues.

Repairs

ENTRANCE SIGNS – The main entrance sign has been completely replaced and looks great. The Aurora sign hasn't been done yet due to weather, but is still planned to be accomplished. The east entrance sign is done, but the height needs to be adjusted and the posts should be replaced to match the entrance style and materials. A motion was made and approved to make these additional repairs for \$680. Pictures of the new signs will be sent out.

DOCKS – The needed power washing and staining have been accomplished. At this point there are no repairs/replacements anticipated for the docks in 2025. They will be monitored throughout the boating season.

CULVERTS – Property owners will be reminded that culverts on their properties need to be kept clear of debris and growth. This work could possibly be incorporated in the spring cleanup effort.

SPRING CLEANUP – The dates of March 29 and April 12 (a weather date or second cleaning, if required) have been selected.

Annual Meeting

Due to low in-person attendance at previous annual meetings, a suggestion was made to consider holding the annual meeting as a zoom meeting only. The Board felt that might be a good idea depending on the content of the meeting. There could be a get-together at Sunrise Bay afterwards. June 7, 2025, is the preferred date at this time.

Old Business

Corporate Transparency Act (CTA)

HOA/POAs have been swept up into the Corporate Transparency Act (CTA), which is designed to flush out nefarious actions of small businesses. Under this act, anyone who is considered a person of influence, or a "beneficial owner" in an HOA/POA must register with the Financial Crimes Enforcement Network, or FinCEN. Because CTA is

broad in their definitions, each Board member is required to register as a beneficial owner. There are potentially significant penalties for our non-compliance if a required Beneficial Owner Information (BOI) Report is not filed.

The required BOI report filing is presently on hold due to pending litigation. If the pause is lifted, the Board will file the BOI report and a CTA Compliance Policy will need to be written for Sunrise Bay boards to remain in compliance annually.

Governing Documents Status

The Covenants are the last of the governing documents still remaining to be updated in over 20 years. The difficulty is that the current amendment process requires signatures of 2/3rd 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. The president 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 our 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.

A special Board meeting will be held on February 28 to discuss next steps and whether we want to pursue a Covenants update at or before the upcoming annual meeting.

The meeting was adjourned at 5:07 pm.

Maureen Kenny, Secretary
Sunrise Bay Property Owners Association