

# Sunset Lakes Homeowner Association, Inc.

## MINUTES

Board of Directors Regular Meeting

Hobbs Pharmacy

133 N. Banana River Drive, Merritt Island, FL 32952

**Monday, November 16, 2020 at 6:00 pm**

### A. Certification of Quorum for regular board meeting

Present		
X	President	Ron Davis
X	Vice President	Dave Chaney
X	Secretary	Lee Tibbitts
X	Treasurer	Julie Song
X	Director at Large	Tim Bowlin
X	APM Property Manager	Frank Bradley
X	ARC	Jim Wagner
	Standing Committees	Sharon Cofield (Compliance) Jim Wagner (Security)

### B. Pledge of Allegiance

### C. Notice of Meeting

Posted at the entrance community boards and posted on SLHOA.com website. Meeting room in person attendance limited to BOD, Property Manager, committee members and special invitees; dial in provided for homeowners.

### D. Prior Meeting Minutes Disposition

Ron motioned to approve the minutes from October 19, 2020, Lee second, motion passed

### E. Reports from Officers

#### President

1. Draft Rules & Guidelines – Ron gave an update and the board had a general discussion.

#### Vice President

1. Nothing to report

#### Secretary

1. Nothing to report

#### Treasurer

1. Julie spoke about accounting and the collection process. Homeowner accounts that are \$300 or more past due as of February 15<sup>th</sup> and August 15<sup>th</sup> will go to the attorney for collections. Lee second, all in favor, motion passed.

#### Director at Large

1. Tim gave update about a proposal for a community building in the main park

### F. Frank Bradley, APM

1. Frank gave update on the palms trees to be trimmed.

#### G. ARC Report

1. Jim gave report

#### H. Standing Committee updates

1. Security – nothing to report
2. Welcoming – nothing to report
3. Violation Fines – Sharon mentioned that two committee members resigned but still have three remaining for a quorum.

#### I. Unfinished Business

1. Removal of oak trees in sidewalk easement – Ron motioned to have 8 sections of sidewalks replaced with oak tree roots being removed, Dave second, all in favor, motion passed. Ron motioned the trees in easement are the owners responsibility in accordance with the Recorded Rules and Guidelines. The motioned was tabled.
2. Tim motioned for APM to obtain bids for periodic clearing of the drainage easement (the ditch) on the south and east sides of the Sunset lakes perimeter. Lee second, all in favor, motioned passed.

#### J. New Business

1. Past due accounts – Ron motioned to send past due homeowner accounts 35310, 35699, 35405, 35744, 35742, 35363 to the attorney for collections, Dave second, all in favor, motion passed.
2. Apron and sidewalk/pavers – Ron motioned to restore 3801 Sunward, 3729 Sunward, and 601 Sunset Lakes Dr back to original condition (concrete). ABC Concrete will coordinate with the Board to schedule the work. The pavers will be removed and disposed of by contractor. Lee Second, all in favor, motion passed.
3. Online voting – tabled
4. Failure to submit ARC requests. The board will provide notification to homeowners that failure to submit an ARC application when required may result in a fine or the homeowner being required to revert the change(s) made without an ARC application and approval
5. Funding recurring BCSO patrols during the day – tabled due to inadequate funding.

K. Next meeting: December 15th, at 7pm at Moose Lodge

M. Meeting adjourned at 7:54 pm by Ron