

Sunset Acres II Homeowners Association

Annual Meeting and Board of Directors Meeting, January 9, 2018 Minutes

Ron Fuoco calls the meeting to order. Current Board members present are Shannon Newton, Melodee Franz, and Ron Fuoco. Community members in attendance are Larry Copenhaver, Robyn and John Carlson, Dennis and Donna Anderson, Marjorie Abdallah, Kathy Levesque, and Sharon Gifford (present via Facetime). Shannon reminds everyone that the minutes of 10/25/17 were included with the notice and agenda for tonight's meeting.

A. Secretary Report - Melodee

Melodee asks whether there is any discussion or changes to the minutes from 10/25/17. Larry says his name was not included on the list of those present and requests his name be added. Melodee moves the minutes of 10/25/17 be approved with the addition of Larry's name. Shannon seconds the motion. The minutes are approved.

B. Treasurer's Report - Shannon

Shannon presents and reviews the Balance Sheet and Income Statement for 2017 (attached). Shannon asks for questions or comments concerning the 2017 financials. There are no questions or comments.

Shannon then presents an update for the collection of the 2018 HOA regular assessment. 21 households paid and were deposited in December 2017. Some may be included with absentee ballots. When the envelopes are unsealed during the election, any payments will be set aside. Any not included with absentee ballots will be followed-up on initially with a verbal reminder to send in the regular assessment. Status will be reported at February 2018 meeting.

C. Committee Reports - There are no reports at this time.

D. Old Business - None at this time.

E. New Business

All the absentee sealed ballots for the 2018 Board of Directors have been collected from the PO Box or hand delivered to the Board. Shannon opens each absentee ballot envelope one-by-one and announces the votes given to each nominee, and hands each ballot to Ron to add to a tally sheet and check-off the corresponding resident on the directory. The ballots turned in at the annual meeting are then counted in the same manner. This process is done twice to ensure an accurate count. The 2018 elected Board members are: Larry Copenhaver, Melodee Franz, Sharon Gifford, Jon Murphy, and Shannon Newton.

Subsequent to the election of the new Board of Directors, each new Board member verbally indicated which office they would like to fill for 2018. The following officer positions resulted from the discussion: Larry Copenhaver - Member-At-Large; Melodee Franz - Secretary; Sharon Gifford - Treasurer; Jon Murphy - Vice President; Shannon Newton - President. Shannon makes a motion to approve the Board of Director election results and officer positions. Melodee seconds the motion and the motion is approved.

The next two HOA meetings are scheduled as follows: 2/6/18 and 3/6/18. Shannon makes a motion to approve these scheduled dates, Ron seconds the motion, and the dates are approved.

A motion to adjourn the meeting was made by Shannon. Melodee seconds. The meeting is adjourned at 7:00pm.

Melodee Franz, Secretary

Approved

A sincere thank you to Ron Fuoco for serving our community by appointment in November and December 2017!

Note: Following the meeting, the Board attempted to reserve the community room for the February and March dates approved during the meeting. There were room availability conflicts with our desired dates. **The Board secured Thursday, 2/8/18 at 6:00 p.m. and Thursday, 3/8/18 at 6:00 p.m. for the next Board meetings.**