

Sunset Acres II Homeowners Association Minutes
Annual Meeting of Members, January 8, 2019

The meeting is called to order at 6:06pm. Current Board members present are Jon Murphy, Sharon Gifford, Shannon Newton, and Melodee Franz. One community member is present. The Board of Directors quorum requirements are met.

A. Secretary's Report

The secretary presents a copy of the minutes for the board meeting held on 10/16/2018. A motion is made to approve the minutes, it is seconded, and the motion passes 4-0.

B. Treasurer's Report

The treasurer's 2018 Balance Sheet and the Income Statement for the twelve months ending December 31, 2018 is distributed to the Board. The Balance Sheet and Income Statement for 2018 will be provided to HOA members with the copy of these minutes. The treasurer reviews the Sunset Acres II account balances as of 12/31/18, and reviews and discusses the Income Statement. All bills for 2018 have been paid. The yearly HOA dues have been coming in. The treasurer informs the Board that all but 9 HOA members have sent in their yearly HOA dues for 2019.

C. Committee Reports

The Architectural Review Committee (ARC) chairman informs the Board of two ARC requests submitted by the homeowner of lot 29 in November and December 2018. Both requests were approved by the ARC committee. The requests were for security doors (approved 11/16/18) and a shed (approved 12/20/18). There was discussion among the Board members of the importance of informing homeowners with ARC requests to check with the town of Marana to establish compliance with city codes for structures outside of the home.

D. Old Business

None at this time.

E. New Business

The Annual Board of Director Elections: All of the absentee sealed ballots for the 2019 Board of Directors have been collected from the PO Box or hand delivered to the Board. The mail-in absentee ballots totaling 22 are opened one-by-one, the vote announced and tallied by three Board members, and the lot numbers checked off. The in-meeting ballots totaling 4 are counted in the same way. The same 5 board members from 2018 were elected for 2019. Following the election of the Board, each member accepted the following positions for 2019: Shannon Newton, President; Melodee Franz, Secretary; Sharon Gifford Treasurer; Jon Murphy Vice President, ARC Chairman; Larry Copenhaver, Member at Large. There is a motion to accept these Board of Director positions, it is seconded, and the vote passes 4-0.

The Board discusses goals, responsibilities, and a tentative schedule for the 2019 Board of Director meetings.

Each Board member receives a copy of the Sunset Acres II Bylaws, Section 4.05, 4.06, 4.07, and 4.08, Officer Responsibilities. The handout also includes Board members' contact information. The backside presents a 12-month calendar with a tentative schedule for Board meetings and monthly tasks to be completed and/or scheduled. After further discussion, the Board agrees to have quarterly meetings, scheduled on Wednesdays in 2019. The date of the next meeting was not scheduled at this time.

The Newsletter received positive comments from homeowners and will continue to be provided twice a year.

The Board notes that the Neighborhood Watch program through Marana was discontinued by the city. A presentation by Marana police regarding neighborhood security for the benefit of the community is being considered.

Board members will review the HOA's insurance policy to determine whether the current policy meets the needs of the HOA. Other carriers will be explored, and the information will be presented at the next board meeting.

The meeting is adjourned at 7:26pm.

Melodee Franz, Secretary

Date Approved