

Sunset Acres II Homeowners Association Minutes  
Annual Board of Members Meeting January 12, 2021

The meeting is called to order at 6:06pm. Current Board members present visually via ZOOM are Melodee Franz, Sharon Gifford, Shannon Newton, and Leo Shen. The Board of Directors (BOD) quorum is met. There are two community members present via ZOOM.

A. Secretary's Report

The BOD members review the minutes from the regular board meeting of October 19, 2020. A motion to approve the minutes is made, seconded and passes 4-0.

B. Treasurer's Report

The Treasurer reports on the income statement for the twelve months ending December 31, 2020, and the account balances and expenditures from October 31, 2020 through December 31, 2020. In October two checks were issued: \$112.50 for HOA clerical supplies and postage, and \$375.00 to Brothers Landscaping for clearing the common area/access exits. In December two checks were issued: \$148.00 for the annual payment to USPS for the PO Box, and \$257.30 for clerical supplies and postage. The HOA received \$50.00 in October and \$50.00 in November which were transfer fees of homes being sold. Yearly dues were collected and deposited in the checking account in the amounts of \$800.00 and \$160.00. The checking account balance is \$1,977.59 and the savings account balance is \$8,940.33 as of December 31, 2020. A motion is made to approve the income statement and the balance sheet, it is seconded, and passes 4-0. There are 10 HOA dues for 2021 which are yet to be received.

C. Committee Reports

The architectural committee received three architectural reviews in the last quarter of 2020. Lot 28 requested a double gate across the entryway to their front door. It was approved on 10/28/20 with no conditions. Lot 32 requested the installation of a rainwater collection system. It was approved on 11/15/20 with no conditions. Lot 17 requested the installation of a fountain in their front courtyard. It was approved on 12/29/20 with no conditions.

There is no further activity on the implementation of a Neighborhood Watch for the neighborhood.

New locks are in place on the two emergency exits at the end of Sunset Heights Ct. and Sunset Dunes Pl. Both locks have the same combination.

D. Old Business

The donation and transfer of the Common Area B property to the Pima County Flood Control District is complete. The transaction was closed on 12/21/20 and the deed was received.

E. New Business

The Board proceeds to the election of the Board of Directors for 2021. All absentee ballots for the 2021 Board of Directors were collected from the PO Box. There were a total of 23 ballots, which meets the mandated quorum. The ballots are unsealed one-by-one, the vote announced, the lot numbers checked off, and tallied by two Board members. Approval of the January 14, 2020 annual meeting of members minutes are also tallied. Shannon Newton, Leo Shen, Melodee Franz, Sharon Gifford, and Ron Kelly are elected for the 2021 Sunset Acres II Board of Directors. There were 22 votes to approve the Annual Meeting of Members minutes from January 14, 2020, which is a quorum. Following the election of the Board, each member accepts the following positions for 2021: Shannon Newton, President; Leo Shen, Vice President; Sharon Gifford, Treasurer; Melodee Franz, Secretary; Ron Kelly, Member at Large. A motion is made to accept these Board of Directors positions, it is seconded, and the vote passes 4-0. Responsibilities of each position are provided via written format.

The Board discusses goals and tasks for 2021, and establishes a preliminary schedule for Board meetings for the year. There will not be a meeting in April, however, a newsletter will be developed and provided to community members. There will be meetings in June and October, the exact dates yet to be determined.

The meeting is adjourned at 6:40pm.

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Melodee Franz, Secretary

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Date