

Sunset Acres II Homeowners' Association Minutes
Board of Directors Meeting, October 12, 2021

- I. The meeting is called to order at 6:01 p.m. Board members present for roll call include: Shannon Newton, Leo Shen, Sharon Gifford, and Ron Kelly. Absent members include: Melodee Franz. The Board of Directors (BOD) quorum is met.
- II. Secretary's Report
 - a. The BOD reviewed the minutes of 6/8/2021. A motion to approve the minutes is made, seconded, and passes 4-0.
- III. Treasurer's Report
 - a. The Treasurer reports account activity from May – August 2021. Ending balance as of 8/31/2021 was 8,940.59 (savings) and \$1,476.54 (checking).
 - b. The 2022 Budget was presented to the BOD (enclosed). A motion to approve the proposed 2022 budget is made, seconded, and passes 4-0. Based on the budget, the 2022 annual dues will remain at \$40.00.
 - c. The Treasurer relayed that the HOA's current bank, BBVA/Compass Bank, became PNC Bank and our accounts transferred to PNC Bank 10/8/2021. The PNC Business Account Summaries indicate no maintenance fees for either account if a minimum balance of \$500 (checking) and \$2,500 (money market savings) is maintained. Our current financials support these minimum balances. Also noted was increased allowable free monthly transactions with the PNC accounts compared to the previous BBVA/Compass Bank account allowances. The Treasurer reported that we purchased new checks through BBVA/Compass Bank in early 2021 and the PNC Disclosures and Agreements indicate that Compass Bank checks can be used until depleted.
- IV. Committee Reports
 - a. Architectural Review Committee. Two ARC reviews have been processed since the June 2021 meeting.
 1. Lot 36, Gazebo/Pergola approved on 6/9/21 with no conditions.
 2. Lot 40 Pool approved on 9/18/21 with no conditions (Town of Marana permit submitted to HOA).
 - b. Neighborhood Watch Committee. BOD votes to approve (4-0) the purchase of Neighborhood Watch door/window stickers (3.5"x5", 1 per home) through Amazon.com for the estimated cost of \$61.32. One sticker per household will be included in the dues notice mailing.
- V. New Business
 - a. Nominations for the 2022 Board of Directors Elections are taken in meeting. Shannon Newton, Leo Shen, and Ron Kelly were nominated for the BOD.

A motion was made to allow for written nominations for the 2022 Board of Directors elections of Sunset Acres II HOA through December 10, 2021 (postmark). A written nomination may be mailed to Sunset Acres II HOA, PO Box 85725, Tucson, AZ 85754. Written nominations will be confirmed through the nominee to ensure they would like to be considered for the HOA Board of Directors for 2022. Motion was seconded and passed 4-0.
- VI. The annual meeting of members will convene on Tuesday, January 11, 2022 at 6:00 p.m. This meeting was adjourned at 6:39 p.m.

Shannon Newton, President for Melodee Franz, Secretary

Date