

MINUTES

BOARD of DIRECTORS SUNSET TRACE

HOA MEETING

September 24, 2020 at 7:00 PM

ZOOM MEETING

Approved
11-18-20

- I. Call to order: At 7:02 PM by president Joan duFosse
- II. Roll Call: Present: Joan duFosse, Sondra Weikert, Al Pellecchia, and Dinesh Gupta
- III. Secretary's Report: Motion made by Sondra Weikert. Seconded by Al Pellecchia. Motion passed.
- IV. President's Report: Rose has resigned. Dinesh was named treasurer. Motion to appoint Dinesh made by Al Pellecchia. Seconded by Sandi Weikert. Motion passed.
- V. Vice-President's Report: In the beginning stages of assembling committees. Budget Comm., News Letter Comm., Landscaping Comm., and the Security Comm.

<u>Budget Comm.</u>	<u>Newsletter Comm.</u>	<u>Landscaping Comm.</u>	<u>Security Comm.</u>
Dinesh Gupta*	Christine Pelaez-Pena*	Mark Telzlaiff*	Roy Banks*
Stephen Grettano	Barbara Moyer	C. Plaez-Pena	Paula Delashmutt
Patt Tompson	Melissa Gershman	Samone Boyce	Barbara Moyer
Robin Harbach	Jennifer Hauck	Dianne Simmons	Mark Smith
Dr. Lowe		Pete Stephenson	James Galloway
Tony Bono			Drew McKenna
Robert Bogenrief			
Suzy Hutchenson			

CHAIRPERSON*

- VI. Treasure's Report: None available.
- VII. Pledge of Allegiance:
- VII. Property Manager's Report: Jim welcomed everyone to the meeting and thanked the BOD for selecting him as the current manager. Presented an outline of a hierarchy to keep in mind when asking questions. It's not there to promote private agendas. It's not there to promote the BOD's agenda of the association.

Each director is required by FL law to certify that they have either read the documents or received outside instruction of the documents within ninety days of accepting the director's position. The certification of completion is required to be kept in the office for a period of five years.

We should formulate 1, 3, and 5 year goals for the association over the next few days. Please send them to the office by Tuesday of next week.

Cursory inspection has been done on the association.

Condition of property:

1. Roofs- 4/5 buildings have been completed.
2. Getting 5/6 calls every time it rains about leaky roofs. This is a major concern for the association. The BOD is urged to put a plan together to address the leaky roofs.

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3. Painted- 1/2-3/4 of the buildings have been completed
4. Fences- 60 in need of replacement/repair at \$2200.00@ plus a combination of neglect and deferred maintenance. This money should come from reserves. But first we must see if we have enough funds to cover our obligations.
5. A reserve study has been done and it is very important to use it as a guideline for what order the work should be done.
 - a. Roofs
 - b. Exterior of Buildings (including fences)
 - c. Amenities (landscape/pools)
6. Communication
Develop new web site.

Operations/Administration

1. New BOD, Property Manager and Admin.
2. Maintenance severely under staffed
3. Financial
 - a. Under Review
 - b. Meet with treasure next week

Hurricane Prep/ Weather Response Protocols

1. Emergency protocols to be put in place
2. Past storms/meet with attorney

Miscellaneous

1. Owner transfers
2. Tenant screening
3. Commercial vehicle parking
4. Small pool (repairs needed)
PM will get assessment of Covid-19 rules
Recommendations at next meeting

VI. Old Business

Property Manager, Updates on the pool and patios.

VI. New Business:

There has been a change in the chair of the Newsletter committee. Christiane Pelaez-Pena is the new chair. The newsletter committee has had two meetings. The security and landscaping committees will be having their first meeting soon.

Questions were addressed by the BOD from home owners in attendance.

VII. Adjourned:

Motion made by Al Pellecchia at 8:05 PM. Seconded by Dinesh Gupta. No vote was taken.

Respectively submitted,

Albert V. Pellecchia, Jr.
Secretary
STHOA BOD