



Sunset Trace Homeowners Association

3140 SW Sunset Trace Circle, Palm City, FL 34990
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Board of Directors Meeting Minutes February 10, 2016 Stamford Clubhouse

1. **Call to Order:** The meeting was called to order at 7:00 PM

Proof of Notice: Notice was posted on February 8th, 2016
2. **Roll Call:** President: Trish Beucher, Treasurer: Rose Wright Secretary: Jeff Kirsch and 2nd V President: Lisa Skumanich was absent
Also Present: Charlene Linn, Property Manager
3. **Approval of BOD meeting minutes dated January 13, 2016** - J. Kirsch made a motion to approve the January 13, 2016 meeting minutes as presented. R. Wright 2nd motion, all in favor, motion passed.
4. **Report of Officers:**
 - a. President: Appoint member to the BOD for fill vacant seat: T. Beucher moved to appoint Mike Budukiewicz to fill the vacancy for a 1 year term; Term will end at the 2017 annual meeting. All board members agreed and Mike accepted the position.
 - T. Beucher asked for members to attend a meeting on February 18, 2016 to change the zoning designation for Costco planning. Information will be available at the office for those who are interested.
 - b. Treasurer: R. Wright discussed the December 2015 Financial Report
5. **Committee Reports:**
 - a. Security - N. and J. Kirsch revised the changes the MDPOA made to our post orders and the BOD approved the changes by email on February 8, 2016. Copies of the changes are available at the office for those that are interested. A copy of approved Post Orders was also sent to the MDPOA on February 11, 2016.
 - b. Landscaping - J. Kirsch stated there will be a committee meeting on Thursday, February 11, 2016. The plan is to evaluate properties and over period of time (approx. over 3 yrs.) replace all plantings that are missing or dead.
 - c. Maintenance - T. Beucher stated that maintenance will be evaluating repairs that need to be addressed. This will be very time consuming and will take time. Power washing of the sidewalks will also be in the schedule to clean.

Currently, handicap parking areas are being cleaned. The Wellesley Roofs look so much better since the cleaning. **Owner asked about 2nd floor gutters in the Wellesley's, T. Beucher stated the gutters are the HOA responsibility to keep clean and repair.**

The following is an amendment to the minutes per Board of Directors at the March 9, 2016 meeting: J. Kirsch made a motion to confirm that the HOA is not responsible for the cleaning and repair of the Wellesley 2nd floor gutters. These gutters were not original to the building the owners added them. M. Budukiewicz 2nd the motion. All in favor. Motion passed.

6. Unfinished Business:

- a. Sandalwood Mansards Proposal presented to the Board. J. Kirsch moved to approve the proposal. R. Wright second, all in favor. Motion passed.
- b. 3048 SST requesting compensation for roof leak. J. Kirsch made a motion that the homeowner will have to show us proof that the work needed was truly from a roof leak or from her plumbing issues that she experienced in May 2015. R. Wright second, with a letter going to the owner with the request. All in favor. Motion passed.
- c. T. Beucher stated that repairs were required during January and February was approved by email and minutes are to reflect the approval.

7. New Business:

Securing pool furniture at the pools - T. Beucher suggested that we can try tying to the fences to avoid some of the vandalism in the community. Or we can try brighter lighting in the area to discourage the vandalism. Table till further information is gathered.

8. Homeowner Items:

- a. 3305 Villa -Owner would like to see a fountain that is on all the time in the Villa lake area
- b. 3176 SST - owner concerned about lighting in the Villas - tabled till more information is researched. Owner also has a philodendron that she would like to be removed. Landscaping committee to review.

- 9. Adjournment:** J. Kirsch made a motion to adjourn the meeting at 8:28 PM
M. Budukiewicz 2nd the motion. All in favor, meeting adjourned.

Minutes Presented by:
Jeff Kirsch, Secretary of the BOD