



SUNSET TRACE HOMEOWNERS ASSOCIATION
3140 SW SUNSET TRACE CIRCLE
PALM CITY, FL. 34990
(772) 283-6868 / FAX (772) 223-0801
www.sunsettracehoa.com

APPROVED

at 5-18-16 BOD Meeting

**Board of Directors Meeting Minutes
March 7, 2016
Stamford Clubhouse**

1. Call to Order: The meeting was called to order at 7:00 PM
2. Roll Call: President: Trish Beucher, Secretary: Jeff Kirsch, Treasurer: Rose Wright, Mike Budukiewicz, 2nd V President Lisa Skumanich was absent

Also Present: Charlene Linn, Property Manager

Proof of Notice: Notice was posted on March 4, 2016
3. Approval of Minutes for February 10, 2016:
T. Beucher asked to make a revision on 2nd floor gutters in the Wellesley are not HOA responsibility to keep clean and repair it is the owner's responsibility.
J. Kirsch made a motion to approve the February 10, 2015 meeting minutes with this revision. M. Budukiewicz 2nd motion, all in favor, motion passed.
- 4 Report of Officers:
 - a. President: This will be the last BOD meeting before our Annual Meeting on April 20, 2016. Comcast will be our guest speaker at the annual meeting.
 - b. Treasurer: Discussed the January Financials. Concerned we were over budget Electrical, Roof repairs, Irrigation repairs and Pest Control
5. Committee Reports:
 - a. Security - N. Kirsch advised MDPOA is still working on the post orders
 - b. Landscaping. J. Kirsch had a walking tour around the Wellesley and wants to take a field trip to the nursery to see what can be planted
 - c. Maintenance - Trish spoke to Mike and Jessie to evaluate the fence repairs and to discuss a work out plan.
6. Unfinished Business:
 - a. March 15th cleaning of the Sandalwoods Mansards. Will be advised to cover shrubs and AC Units
 - b. Proposal for computers needs to be revised to be upgraded specifications with Windows 10



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- c. 3048: Discussed letter from owner. Need more information on the 8 month delay advising us of their roof leak. Letter to be sent to owner
- d. 3176: Paperwork was reviewed and discussed. R. Wright made a motion to remove the rhododendron and the installation of sod. J. Kirsch 2nd the motion. All in favor. M. Budukiewicz abstained

7. New Business:

- a. Foreclosure discussion of 3 properties in arrears . Attorney to draft a letter giving owners a payment plan option. Resolution in 45 days before foreclosure. BOD will make a decision on a case by case basis.
- b. Proposal for new cameras at the Stamford pool due to vandalism. Jeff made a motion to approve proposal and recommended a monitor at the guard gate to monitor vandalism. R. Wright 2nd the motion. All in favor
- c. Vandalism at the Villa Pump. Rose made a motion to send letter and copy to owner the cost of the repairs. J. Kirsch 2nd motion. All in favor
- d. 3588 - Owner spoke about the landscaping issues due to the large tree. She advised she did not want it removed and is open to advise from the Landscaper what would be best to do.

8. Adjournment: J. Kirsch made a motion to adjourn the meeting at 8:20 PM.
M. Budukiewicz 2nd the motion. All in favor, meeting adjourned.

Minutes Presented by:
Jeff Kirsch, Secretary of the BOD