



Sunset Trace Homeowners Association

3140 SW Sunset Trace Circle, Palm City, FL 34990
772-283-6868 Fax – 772-223-0801

Board of Directors Budget Meeting Minutes December 7, 2016 Stamford Clubhouse

1. **Call to Order:** The meeting was called to order at 7:00 PM
2. **Proof of Notice:** Notice was posted on December 2, 2016
3. **Roll Call:** President: Rose Wright, Vice President: Mike Budukiewicz, Treasurer: Jerry Shapiro, Secretary: Robin Harbach. Director: Trish Beucher. 5 Present.

Also present Property Manager: Charlene Linn

4. **SunTrust Account Closeout** - T. Beucher made a motion to close out this account and move funds to the BB&T. R. Harbach 2nd the motion all in favor. Motion passed

Tax Deed Sale - Formalized email vote with regards to Attorney recommendation. T. Beucher made a motion to approve funds. M. Budukiewicz 2nd the motion, all in favor. Motion passed.

5. **Finalize and Approve 2017 Budget** - T. Beucher made a motion to approve \$316.00 per month for maintenance fees and the line items on the budget will be corrected once final insurance numbers are received. M. Budukiewicz 2nd the motion all in favor. Motion passed.
6. **Adjournment:** T. Beucher made a motion to adjourn the meeting at 8:20 PM and J. Shapiro 2nd the motion. All in favor, meeting adjourned.

Minutes Presented by:
Robin Harbach, Secretary of Sunset Trace HOA