



Sunset Trace Homeowners Association

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

Board of Directors Meeting Minutes June 21, 2017 Stamford Clubhouse

1. **Call to Order:** The meeting was called to order at 7:01 PM
2. **Proof of Notice:** Notice was posted on June 16, 2016
3. **Roll Call:** President: Rose Wright, Treasurer: Jerry Shapiro, Secretary: Edward Banasiak, Director: Jeffery Kirsch. 4 Present.
Also present Property Manager: Charlene Linn and Administrative Assistant: Jessica O'Mara.
Not present - Vice President: Robin Harbach
4. **Approval of BOD meeting minutes dated February 15, 2017** - J. Shapiro made a motion to approve the February 15th meeting minutes as presented. R. Wright 2nd the motion. 4 in favor and 1 abstain, J. Kirsch.
5. **Unfinished Business:**
 - Building 48 - Joe Kolinski from OnShore Roofing will provide a proposal for a tapered insulation roof to Charlene.
 - Sandalwood Roofs - Joe Kolinski provided a proposal to redo the roofs over a period of time in groups of 10. OnShore will guarantee no leaks for 10 years and the product offers a 50 year warranty.
6. **New Business:**
 - 2016 Audit Approval - J. Shapiro made a motion to approve the 2016 audit as presented. E. Banasiak 2nd the motion. All in favor, motion passed.
 - Landlord/Tenant issues - J. Kirsch made a motion to change the application fees to \$500. J. Shapiro 2nd the motion. 2 yes and 2 no, R. Wright and E. Banasiak. Matter was tabled until further information is received from Atty. Liz Bonan.
 - Vandalism - Look into purchasing better cameras, higher fence, auto-locks for the bathroom doors and push faucet for the bathrooms. Also, look into if the pictures can be enhanced and if the gatehouse could monitor security cameras.
7. **Report of Officers:**
 - a. President: R. Wright discussed vandalism under # 6.
 - b. Treasurer: J. Shapiro gave a summary of the April Financial Report.
 - c. Managers' Report: None

8. **Committee's:** R. Wright discussed setting a meeting to appoint chairs and members.
9. **Owner's Opportunity to Speak:** K. Determann from 3784 SST will share his plan for the replacement plants with the board and they will agree upon a shared cost.
10. **Adjournment:** J. Kirsch made a motion to adjourn the meeting at 9:03 PM and J. Shapiro 2nd the motion. All in favor, meeting adjourned.

Submitted by:
Ed Banasiak, Secretary of the Board
Sunset Trace HOA

APPROVED

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BY: *At BOB Meeting*