



## 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  
October 18, 2017  
Stamford Clubhouse  
BOD Approved on November 15, 2017**

1. **Call to Order:** The meeting was called to order at 7:00 PM
2. **Proof of Notice:** Notice was posted on October 12, 2017  
**Roll Call:** President: Rose Wright, Vice President: Robin Harbach, Treasurer: Jerry Shapiro, Director: Jeffery Kirsch. 4 present, 1 absent Secretary: Edward Banasiak  
Also present, Property Manager: Charlene Linn and Administrative Assistant: Jessica O'Mara.
3. **Approval of BOD meeting minutes dated September 20<sup>th</sup>** - R. Harbach made a motion to approve the September 20<sup>th</sup> meeting minutes as presented. J. Shapiro 2<sup>nd</sup> the motion. All in favor. Motion passed
4. **Unfinished Business:**
  - John Essenwine - Above & Beyond - J. Essenwine explained the hurricane cleanup.
  - Hurricane Cost Update - R. Wright stated the cleanup costs were more than what was anticipated at the last meeting. Further evaluation is needed to determine the assessment amount.  
R. Wright left the meeting at approximately 8 pm.
5. **New Business:**
  - Dryer Vents - Repair and Cleaning - The proposal was presented to the BOD. Not approved at this time.
  - Radar Gun - The MDPOA's radar gun proposal was tabled until the next meeting.
6. **Report of Officers:**
  - a. Treasurer: J. Shapiro gave a summary of the August Financial Report.
7. **Committee's:**
  - Maintenance Committee: The chairman J. Kirsch stated the committee submitted their requests to the budget committee.
  - Security Committee: The chairman Kevin Bonura stated the committee submitted their requests to the budget committee.
  - Covenants Committee: J. Kirsch stated the next meeting will be on October 25, 2017.
  - Landscaping Committee: J. Galileo
  - Budget Committee: J. Shapiro stated the next meeting will be on October 23, 2017 and encouraged homeowners to attend.

8. **Good and Welfare of the Unit Owners**

9. **Adjournment:** J. Shapiro made a motion to adjourn the meeting at 8:39PM and J. Kirsch 2<sup>nd</sup> the motion. All in favor, meeting adjourned.

Submitted by:

Ed Banasiak, Secretary of the Board of Directors