

SEPO BOARD MEETING AGENDA

Monday, March 8, 2021

1:00 PM, Virtual Google Meet Only

Because of Covid-19, only a Virtual Meeting will occur. Persons who wish to attend this meeting can do so by Clicking the following link beginning at 12:45 PM. Board members and SEPO residents will be connecting virtually, there will not be any physical meeting in Retzlaff Hall. This is the same link used for our last meeting.

To join the video meeting, click this link:

<https://meet.google.com/mwv-xevy-cat>

Otherwise, to join by phone, dial +1 316-530-7198 and enter this PIN: 885 417 312#

To view more phone numbers, click this link: <https://tel.meet/mwv-xevy-cat?hs=5>

if needed, please use this code to gain access on your Smart Device.

[mwv-xevy-cat](https://tel.meet/mwv-xevy-cat?hs=5)

Please make your screen and microphone are available on your device by checking off the area shown on your screen to activate these features once connected. At the bottom of the screen, you will see a button noted as "Caption", please turn this on so you might be able to see the text of words spoken by each person during the meeting.

1) Call to Order.

Roll Call

Tony Tramel
Mecca Henry
Lyn Swonger

Jean Burgoine
Larry Keller
Lenore Combs

Beth Parrish

2) Verify the Agenda for this meeting was sent to the community via e-mail, posted on the Sunshine Web site and physically posted in both the SEPO Office and on the door to Retzlaff Hall.

3) Consideration / Adoption of any Amendments to the Posted Agenda for this meeting by Board Members.

4) Review and consideration of approving the February 25, 2021 Board Meeting (Attachment 1)

5) Reports of Officers:

- a. Lyn Swonger - Golf Course
- b. Jean Burgoine (Common Grounds/Maint. Area 1) SEPO Buildings
- c. Larry Keller (Common Grounds/Maint. Area 2) Streets, Drainage & Irrigation Ditches, Texas Ave
- d. Lenore Combs (Common Grounds/Maint. Area 3) Storage & Shop Area, Tennis/Shuffleboard

- e. Mecca Henry - Treasurer - Financial Status / Reports
- f. Beth Parrish - Secretary
- g. Tony Tramel - President

6) New Business:

- a. **Board** – Determine/Review/Approve Dates for the following 2021-2022 Activities:
 - a. SEPO Board Meetings & Resident Informational Meetings (TBD)
 - i. Will Board Meetings continue to be on Monday?
 - ii. Will there be a need for Informational meetings if we continue to use Google Meet for the Board meetings?
 - b. Good Neighbor Golf Tournament: Feb 3-5, 2022 with rain dates of Feb 7-10, 2022.
 - c. Women's Club Activities (**Attachment 2**)
 - d. Any other activities that need to be approved at this meeting.
- b. **Mecca, Treasurer** – Change the executives on the Wells Fargo Account.
- c. **Mecca, Treasurer** – Company credit cards.
- d. **Mecca, Treasurer** - Consideration to amend the Employee Handbook concerning the definition of overtime.
- e. **Beth** – Clarification of Heading on SEPO Policies & Procedures. (**Attachment 3**)
- f. **Tony** – Martin houses placed on the golf course.
- g. **Board** – Review of Sunshine Covid-19 policies.
(<https://www.sunshinecountryclub.com/covid-19-sepo>) (**Attachment 4**)
 - a. Open discussion about impacts of Texas Governor changes in mask mandates and related restrictions.
- h. **Tony & Architectural Control Committee (ACC)** – What is the ACC review and subsequent notification to the resident process.
- i. **Tony** - Discussion on the need to establish a formal means of addressing SEPO complaints and resolution of same.

7) Unfinished Business.

- a. **Lenore** – *Update on 'assisting' Sunshine residents to obtain their Covid-19 vaccines.*
- b. **Tony** – *Update on Rules Review Committee selection and next steps.*
- c. **Tony** – *Requested approval to obtain feedback with google forms or other methods:*
 - i. Allowing immediate family to play golf in insolation and/or
 - ii. Allow immediate family to utilize the pool and hot tub.

If approved, the information would be compiled and would be reported back to Board for potential reconsideration.

- d. **Tony** - *Recommend a committee to develop a 3–5-year capital improvement program.*
 - i. Committee could be Directors only or a mix of resident and Directors. Document deliverable is a 2-3 page Excel Spreadsheet listing equipment and other capital-intensive projects, like; pavement repairs, golf course improvements,

rehabilitation of Retzlaff exterior, pool shower tiles replacement, hot tub rehabilitation, motors and pumps for golf course and the pool, additional lighting around office, etc.

- ii. The spreadsheet should contain a timeframe for such expenditures.
- iii. We need to identify a method to fund / replace expenditures within our reserve fund.

8) Adjournment

Attachments:

1. February 25, 2021 Unapproved Minutes of Board Meeting
2. Women's Club Activities (2021-2022)
3. Policies & Procedure – proposed heading change
4. SEPO & Covid-19

(Attachment 1)

February 25, 2021 Unapproved Minutes of Board Meeting (click this [link](#))

(Attachment 2)

**WOMENS CLUB ACTIVITIES (for approval)
2021-2022**

FRIDAY, OCT 29, 2021	- MEXICAN FIESTA	CHAIR - NANCY LUELLEN
THURSDAY, NOV 11, 2021	- VETERAN'S Day	CO-CHAIRS - LENORE COMBS & MARION YOUNG
SUNDAY, NOV 21, 2021	- GOOFY GOLF	CO-CHAIRS - DEREK & JANIS MCFEE
THURSDAY, NOV 25, 2021	- THANKSGIVING	CHAIR - ??
FRIDAY, DEC 3, 2021	- CRAFT AND BAKE SALE	CO-CHAIRS - TERRY DEBACKERE AND ??
SATURDAY, DEC 25, 2021	- CHRISTMAS	CHAIR - ??
THURSDAY, JAN 20, 2022	- NEW HOMEOWNERS	CO-CHAIRS - VICKIE JONES & SHERRI GARDNER
SUNDAY, FEB 6, 2022	- SUPER BOWL PARTY	CO-CHAIRS - EILEEN ANDERSON & PAM LACY
FRIDAY, FEB 25, 2022	- CASINO NIGHT	CO-CHAIRS – ROY & DEBBIE ROBINS (????)
TUESDAY, MARCH 8, 2022	- HILLBILLY HOG ROAST	CHAIR - CAROLYN ANDERSON

Sue Swidryk
Women's Club Activities Director

(Attachment 3)

CURRENT HEADING

**POLICIES AND PROCEDURES OF
SUNSHINE COUNTRY CLUB ESTATES
APPROVED BY ITS BOARD OF DIRECTORS
February 25, 2021**

All previous standing rules are null and void after this date.

PROPOSED HEADING

**POLICIES AND PROCEDURES OF
SUNSHINE COUNTRY CLUB ESTATES
APPROVED BY ITS BOARD OF DIRECTORS
February 25, 2021**

Previous Policies & Procedures are replaced by this Update of February 25,2021

(Attachment 4) <https://www.sunshinecountryclub.com/covid-19-sepo>

SEPO & Covid-19

The below conditions concerning SEPO & Covid-19 will more than likely change depending on many unknown factors in the future. The SEPO board is trying to protect our employees as well as our residents. We all hope we will soon be trending back towards what life was before Covid-19. Thank you for your understanding.

SEPO Board

(The following was updated on December 30, 2020)

Covid-19 Vaccination Info in the RGV sent via e-mail on Dec 30, 2020 is at the Bottom of this Page.

RESIDENTS RETURNING FOR THE WINTER SEASON (2020-2021):

- There will not be any quarantine restrictions for those residents who are returning to Sunshine this winter season.
- **It is the hope of the Board that returning residents will take precautions and limit contact with others for a few days.** They want residents to use common sense and do what is best for the Community.

MASKS & SOCIAL DISTANCING:

- Wearing a Mask is a requirement in any SEPO buildings that are open, unless notified otherwise.
- Please maintain Social Distancing of at least six feet from other persons.

WHAT IS CLOSED:

- *Retzlaff Hall*
- Restroom in the Pavilion

WHAT IS OPEN (TO RESIDENTS ONLY – no visitors: including visiting family members):

- *SEPO Office* -
 - Only 'one' person at a time is allowed in the Office.
 - Please call the office before going there so the Office Manager can anticipate your arrival.
 - Wearing a mask is required.
- *Golf Course* -
 - Only one person per riding golf cart.
 - Social distancing while on the course.
- *Pool and Hot Tub* - Monitored daily for social distancing.
- *Pavilion*
- *Woodshop* - As long as a Monitor is present.
- *Library/Lounge* - via Keypad.
- *Sunburst Building* - via Keypad.
- *Front gate* (Continues to be locked at night as normal.)

- *Access to Encore.*

SOCIAL GATHERINGS:

- Residents that have get-togethers in the community MUST limit the number of participants to ten. (11-18-20)

SUNSHINE ACTIVITIES: (Go [HERE](https://www.sunshinecountryclub.com/summary-2020-2021) (<https://www.sunshinecountryclub.com/summary-2020-2021>) to view details about the Activities in this Section.) (10-06-20)

- **Golf** is still being played - subject to the Restrictions Above.
 - Men's Golf League -
 - Ladies' Golf League - (Starting Nov 4)
 - 4 O'clock Golf Scramble
 - Saturday Scramble - (Starting Oct 10)
- **Tennis** - Being played every Mon, Wed & Fri at 8 AM
- **Pickleball** - Being played every Tue & Wed at 9 AM
- **Quilting** (Killer Bees) - via ZOOM call

- **All other Activities**, including the annual "Good Neighbor Golf Tournament" are cancelled for now.

KEYPADS:

- All Keypads (except into Retzlaff Hall) are active.
- Upon entering and exiting any buildings that have an active Keypad, please shut the door behind you to eliminate entry by anyone other than current residents.
- The Keypad codes can be found on this Web site in the "[Residents Only](#)" section.

USPS OVERSIZE PACKAGE DELIVERY:

- Mail packages that are too big to fit in your mailbox are being placed in the General Purpose Room, which is located between the Pool and the Fitness Room. A slip will be placed in your mailbox by the postman to inform you of delivery.
- This room has a Keypad to allow residents 24 hr access and a video camera with monitoring capacity. The Keypad Code can be found in the "[Residents Only](#)" (<https://www.sunshinecountryclub.com/keypad-codes>) section of this Web site.

Covid-19 Vaccination Info in the RGV sent via e-mail on Dec 30, 2020.

E-MAIL #1:

Please let those who are currently in residence in Sunshine know that UTRGV has a waiting list for those who wish to receive the vaccine. It is sorted by county, zip code, age, ailment etc.

The electronic form is very brief. Being registered might mean that you would get notified of some excess 1A group serum being available or earlier in the 1B group process. Link below:

<https://uthealthrgv.org/health-care-news/coronavirus/vaccine/>

Bruce Lehman

E-MAIL #2:

Since some of us here in Sunshine have an interest in receiving the COVID19 vaccine. The following is current information as of Tuesday afternoon (12/29) and it also has Web sites that should remain helpful as long as you are interested in the availability of the shots.

As of now those over 65 are allowed to get the shot, if you can find it. The details are available on this Texas Department of Health web site:

<https://www.dshs.state.tx.us/coronavirus/immunize/vaccine.aspx>

On the above web site you will also find that the vaccines were distributed as follows:

Week 2 distribution of vaccine in Harlingen was to these locations:

- AV Rehab, LLC 2902 S. 77 Sunshine Strip Harlingen CAMERON 100
- Garcia's Pharmacy LLC 101 S Stuart Place Rd Harlingen CAMERON 100
- HEB Pharmacy 136 1213 S Commerce St Harlingen CAMERON 100
- HEB Pharmacy 168 1103 Morgan Blvd Harlingen CAMERON 100
- Heb Pharmacy 291 613 S Exp Hwy 83 Harlingen CAMERON 100
- Rio Grande State Center 1401 S Rangerville Rd Harlingen CAMERON 600
- Stephanie H. Garcia, M.D. 5505 S. Expressway 77 Harlingen CAMERON 500
- Ut Health Rgv Multispecialty 2106 Treasure Hills Blvd Ste 1.326 Harlingen CAMERON 500
- Valley Baptist Family Practice Residency 2222 Benwood St Harlingen CAMERON 600

Week 3 distribution of vaccine in Harlingen was as follows:

- Harlingen Medical Center 5501 S Expressway 77 Harlingen CAMERON 800
- Valley Baptist Medical Center 2101 Pease St Harlingen CAMERON 800

All of the above were the Moderna vaccine. The number to the right of each line is the number of doses provided.

In order to actually get an appointment you will need to contact one of the organizations which are receiving the vaccine. I attempted to find such an option on each of the local hospital's web site but I could not find it.

However, both HEB and UTRGV do speak to the possibility on their web sites:

<https://www.utrgv.edu/coronavirus/vaccine-updates/2020-12-22/index.htm>

<https://newsroom.heb.com/covid-19-vaccine/>

There is light at the end of the tunnel.

Pat Harvey