

SEPO BOARD MEETING AGENDA
Tuesday, September 21, 2021 @ 1:00 PM CT

This will be a 'HYBRID' meeting.

Retzlaff Hall will be open to Board members and those who wish to attend in person.

Everyone attending this meeting "in person", by their presence, acknowledges potential exposure to Covid-19. Each person is responsible for his/her own choice as it relates to attending SEPO Board meetings.

If you are attending this meeting "virtually", click the following link beginning at 12:45 PM.
<https://meet.google.com/mwv-xevy-cat>

If needed, please use this code [mwv-xevy-cat](#) to gain access on your Smart Device or Computer.

1) Call to Order.

Roll Call

Tony Tramel
Mecca Henry
Lyn Swonger

Jean Burgoine
Larry Keller
Lenore Combs

Beth Parrish

2) Verify the Notice for this meeting was made available to the community by the 72-hour pre-Board meeting requirement for posting.

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

4) Review and consideration of approving the August 31, 2021, Board Meeting Minutes. (Attachment 1)

5) NEW BUSINESS –

a. Mecca – Approval of the August 2021 Financials. (Attachment 2)

b. Larry – Road Repairs.

1. Consideration of appropriating a Maximum of \$20,000 to remove and repair defective asphalt pavement, including but not limited to W Michigan Ave, W Iowa Ave, N Missouri St and seal coating the outer edges of W Texas Ave.
2. Proposal to use D & J Site Construction at the unit cost provided in our contract with this company.

c. Mecca – Budgeting 101 Board workshop.

This workshop will be an overview of what a budget is and how to create one. It will define the principles and practices of budgeting for Sunshine Estates. The goal of this **Budgeting 101 workshop** is to walk through the process of how to create a budget for SEPO. It will help to better understand our expenses, income, and explain how to set goals to keep out of debt and increase our savings. (Attachment 3)

d. Tony - 3-5 Year Capital Improvement/ Equipment Replacement Plan

Present a working draft of a 3-5 Year Capital Improvement/ Equipment Replacement Plan as part

of the budget process.

6) ADJOURNMENT –

ATTACHMENTS

1. **Attachment 1 -**
Unapproved Minutes of the August 31, 2021, Board Meeting
https://b8c8b5e2-b04d-420e-80cf-df148ee412c3.filesusr.com/ugd/2851bf_267e8ea941d74cf88dabb050d565a323.pdf
2. **Attachment 2 –**
August 2021 Financials
 - a. **Balance Sheet**
https://b8c8b5e2-b04d-420e-80cf-df148ee412c3.filesusr.com/ugd/2851bf_2fbf931578b544158e2eb4ae63b6271e.pdf
 - b. **P&L Statement**
https://b8c8b5e2-b04d-420e-80cf-df148ee412c3.filesusr.com/ugd/2851bf_950a6814be044e0ca5ba3902aac14bf1.pdf?index=true
3. **Attachment 3 -**
Working 2022 Budget
https://2851bf60-6e92-4440-b098-0166b6640e11.usrfiles.com/ugd/2851bf_4634a2858ca7450bbb73768dcd86f2ff.xlsx