

Sunshine Estates First Required Meeting for the 2026-2027 Season

Tuesday, February 17, 2026 @ 4:12 pm "Hybrid" Meeting: Retzlaff Hall & Google Meet

- 1) The first required SEPO board meeting was called to order by outgoing President Randy Davis on February 17th at 4:12 pm.
- 2) SEPO board Roll Call: Lisa Seiser, Tom Perrier, Gay Paxton, Pat Heinerikson, Bill Petersen, Phillip Lay, Tracy Wagner and Randy Davis were noted as present. (Randy Davis presided until new President was elected)
- 3) Verified that the Notice and Agenda were made available to the community by the required day/time.
- 4) Amendments to the posted Agenda: A suggestion was made to add comments from the incoming president.
- 5) Election of New Board Officers/Bank signatory motions:
 - a. Lisa Seiser as president via motion by Tom Perrier, seconded by Bill Petersen, and carried unanimously.
 - b. Gay Paxton as secretary & oversight of governing documents via motion by Tom Perrier, seconded by Bill Petersen and carried unanimously.
 - c. Tracy Wagner as Treasurer via motion by Tom Perrier, seconded by Phillip Lay and carried unanimously.
 - d. Tom Perrier as 1st Vice President via motion by Bill Petersen, seconded by Patrick Heinerikson and carried unanimously.
 - e. Pat Heinerikson as 2nd Vice President via motion by Tom Perrier, seconded by Bill Petersen and carried unanimously.
 - f. Tracy Wagner asked for a motion to remove Randy Davis, former President as bank signatory. Bill Petersen made a motion to accept. Phillip Lay seconded the motion. The motion passed unanimously.
 - g. Tracy Wagner asked for a motion to add Lisa Seiser, current President as bank signatory. Tom Perrier made a motion to accept. Bill Petersen seconded the motion. The motion passed unanimously.
 - h. Tracy Wagner asked for a motion to keep Tracy Wagner, current Treasurer as bank signatory. Tom Perrier made a motion to accept. Phillip Lay seconded the motion. The motion passed unanimously.
 - i. Tracy Wagner asked for a motion to keep Tom Perrier, current 1st Vice President as bank signatory. Bill Petersen made a motion to accept. Pat Heinerikson seconded the motion. The motion passed unanimously.
 - j. Tracy Wagner asked for a motion to add Pat Heinerikson, 2nd Vice President as bank signatory. Tom Perrier made a motion to accept. Bill Petersen seconded the motion. The motion passed unanimously.
 - k. Tracy Wagner asked for a motion to keep Gay Paxton as SEPO Board secretary. Tom Perrier made a motion to accept. Bill Peterson seconded the motion. The motion passed unanimously.

6) Assignment of duties (Area Directors):

- a. The board assigned responsibilities to the area directors.
- b. Bill Petersen was nominated and approved for the golf course.
- c. Pat Heinerikson was nominated and approved for Common Grounds Area 1 which covers all SEPO common area buildings.
- d. Tom Perrier was nominated and approved for Common Grounds Area 2, which includes streets, drainage, and irrigation ditches and Texas Ave.
- e. Phillip Lay was nominated and approved for Common Grounds Area 3, which includes the storage area and tennis/shuffleboard area.

7) Board Assistant requests:

- a. The board is seeking an assistant to the secretary, Gay Paxton.
- b. Tracy Wagner requested an assistant for the treasurer's position to ensure continuity after her term ends. Jeanne Boardman was introduced as the new assistant treasurer, bringing a professional background in accounting and serving as accounting supervisor for various companies. The board approved the motion to accept Jeanne Boardman as the assistant treasurer for the 2026-2027 season.

8) Future Meeting Schedules and Needs:

- a. The next official board of directors meeting is scheduled for March 9th, where activity requests for the coming season will be approved.
- b. The secretary, Gay Paxton, requested assistance with computer setup and note-taking for the March 9th meeting, as she will be away, and is planning to attempt a Google Meet connection.
- c. Tracy Wagner proposed a schedule for next year's board, resident, and annual meetings, taking the liberty to set the dates keeping the time crunch of the Treasurer's role in mind. A change was proposed to move the first meeting in October to the third week, with the regular board meeting on October 19th and the residence meeting on October 20th. Tracy also proposed the first required residents and directors meeting in January to Wednesday due to the New Year's holiday, allowing more time to prepare financial documents. The board accepted the proposed schedule of regular meetings for the 2026-2027 season.

9) President's thoughts/comments for upcoming year:

- a. A discussion highlighted disappointment over the number of attendees who left before the discussion on going forward as a board and working with residents.
- b. The failed covenant change vote was viewed positively, as it was only about 35 votes short, suggesting potential for success with more engagement and starting discussions earlier than January.
- c. The community is still considered governable, and projects like roof repair can continue, though future financial issues will need to be addressed.
- d. It was determined that a covenant vote would likely occur next year, starting in October.
- e. Each of the four directors (Area 1, 2, 3, and Golf Course) was asked to establish a two-person committee within the next month to assist them with their duties, providing support and continuity to the positions.
- f. The importance of finding future board members was emphasized to build a pipeline and ensure continuity when roles change.

- g. Moving forward, all resident complaints, requests, and suggestions must be submitted in a written format, such as on a form or via email to Valerie, who will forward them to the entire board for collective decision-making. (See attached link which explains the SEPO suggestion-complaint-idea form process).
- h. The new emphasis will be on running the association like a business due to financial constraints, including the loss of an estimated \$200,000 for the roof and other work. This initiative will include clear expectations and accountability for employees, with monthly open employee meetings held after regular board meetings to generate ideas, track work, and ensure the value of money spent. This idea for monthly employee meetings was originally suggested by one of the employees.

Meeting Adjournment:

- a. There being no further business to come before the Board, on motion duly made, seconded and passed; the meeting adjourned at 4:30 p.m. The Google Meet recording and video session were stopped.

Respectfully submitted,

Gay Paxton

SEPO Board Secretary