

“MINUTES” - SEPO BOARD MEETING (REGULAR)

Monday, October 9, 2023 @ 1 PM

“Hybrid” Meeting: Retzlaff Hall & Google Meet

AND

“SUMMARY” – SEPO EXECUTIVE SESSION

Monday, October 9, 2023, Immediately after the Board meeting (Regular)

Retzlaff Hall **(Board members Only)**

- 1) **Call to Order** – Meeting was called to order at 1:00 PM.
- 2) The meeting was recorded via **Google Meet video**. The link to the recording is available here:
<https://www.sunshinecountryclub.com/bd-mtgs-2023-2024-winter>
- 3) **ROLL CALL** Share Nelson, Jim Kennedy, Mark Owen, Frank Tewell, Randy Davis and Tom Perrier were all present in Retzlaff Hall.
- The Board has regretfully accepted the resignation of Linda Davis as Secretary of the Board and we thank her for her service. Beth Parrish will be recording the minutes of this meeting.
- 4) Share reported the **Meeting Notice/Agenda Document** was made available to the community by the required 144 hours prior to the meeting.
- 5) **Board Members Consideration / Adoption of any Amendments to the posted Agenda.**
None.
- 6) **Review and consideration of approving the meeting minutes, as presented to the Board, from the April 5, 2023 Board meeting (Special).**
<https://www.sunshinecountryclub.com/board-mtgs-2023-summer>
Frank moved and Jim seconded these minutes be approved. The motion passed unanimously.
- 7) **DIRECTORS REPORTS –**
 - a. **Randy Davis – Golf Course**
 - i. We are in the process of purchasing a Fairway mower. This mower will provide a more precise and consistent cut.
 - ii. We added more grass to the sand traps which helps lower sand expenses. We have one more pallet of grass coming to complete this project.
 - iii. On Hole #1 we widened the cart path and added a Rules sign.
 - iv. Some residents are still not abiding by the cart path Rules.
 - b. **Jim Kennedy – (Common Grounds/Maint. Area 1) SEPO Buildings**
 - i. New light switch in library.
 - ii. Purchased a robotic pool cleaner. Lupi named it Ruby. It runs three nights a week. It is put in the pool around 9 pm and starts cleaning around 2 am for three hours.
 - iii. New handrail was installed.
 - iv. New clock in pool area.
 - v. New exit signs in library and office.

- vi. New lights were installed in the hall. They have dimmers. Paid for by the Women's Club.
 - vii. New thermostat in kitchen fridge.
 - viii. Drained and washed pool and hot tub.
 - ix. New hot tub heater.
 - x. New, more efficient, sand filters for both pool and hot tub.
 - xi. Concerning the flags in the Pavilion: I sent a questionnaire to everyone early summer and got 25 responses; 23 states and 2 Canadian provinces. The replies are reflected in the new flags.
 - xii. Lupi and Lalo waxed the hall, the office and the library.
 - xiii. Lalo painted trim around doors and windows.
 - xiv. New textured pavilion floor.
- c. **Tom Perrier** (*Common Grounds/Maint. Area 2*) *Streets, Drainage & Irrigation Ditches, Texas Ave*
- i. Thanks to Lalo for his work this summer and to Frank, Jim and Randy for helping out with my area while I was not in Sunshine.
 - ii. Lalo will be finishing painting the Street numbers.
 - iii. Lalo is painting the woodshop now.
 - iv. I have been informed the fence along the ditch on Iowa is leaning. We don't own it, but whether we fix it or get someone to fund to fix it, it needs to be straightened before it falls into the creek.
 - v. Speed limit signs were added on MN. Reflectors were put on NE to help separate the lanes.
 - vi. The palm trees at the TX Ave gate entrance were moved because they covered up the description of who we Sunshine Country Club Estates (SCCE) are. They are now on Hole #9. We are hoping when Garden Club members return they can determine what can thrive there and also not grow too tall.
- d. **Frank Tewell** – (*Common Grounds/Maint. Area 3*) *Storage & Shop Area, Tennis/Shuffleboard*
- i. #1 problem was of water staying on the grounds of the storage lot. We put in two drop-boxes so the water now runs out to the ditch. If it rains, water may stay in the storage lot for a couple of hours, but then it will drain.
 - ii. Dropped 300 tons of rock in the storage lot. There's still a lot more to be done.
 - iii. Lalo painted the woodshop. Removed mold on both ends of it. Still has the trim to do.
 - iv. We still have more projects we will be working on over the winter.
- e. **Mark Owen** – *Treasurer - Financial Status / Reports*
- i. The financial reports for the months of February through September need to be approved.
<https://www.sunshinecountryclub.com/sepo-financials-2023>
 1. The only thing that changed concerning recording purchases is; Capital items are now added to Fixed Assets, rather than below the Net Income line on the Income statement.
 2. Randy moved and Tom seconded all months Financials be approved in one motion. The motion passed unanimously.

f. Share Nelson – President**i. Resolution of Legal Action against a resident:**

1. Because our Board, to protect our Covenants, has been put in the position of taking legal action against a non-compliant resident, Share asked for a motion that a Resolution be placed in these minutes that we are in agreement to pursuing legal action.
2. **MOTION:** Jim moved and Mark seconded the Board of Directors of Sunshine Estates Property Owners, Inc. instruct the corporation's attorney to pursue legal action against the resident in violation of the Covenants and to file the necessary lawsuit on our behalf.
3. **VOTE:** The motion passed unanimously.
4. **RESOLUTION:** Share stated - Therefore be it resolved that the Board of Directors of Sunshine Estates Property Owners, Inc. has instructed the corporation's attorney to pursue legal action against the resident in violation of the Covenants and to file the necessary lawsuit on our behalf.

- ii. There is a vacancy on the Board of one member. If anyone is interested we need a Board Secretary.

8) REPORT OF ARCHITECTURAL CONTROL COMMITTEE –

Terry Lacy thanked the Board for supporting the ACC. All 15 applications submitted this summer were approved.

9) REPORT OF NEIGHBORHOOD WATCH COORDINATOR –**Lenore Combs –**

- a. This is the 15th year of dedicated service and the volunteers should be recognized for what they do. If you see something – say something. Don't be complacent.
- b. Lenore proposed the Vendor Program be reinstated. This would help ensure those vendors working on homes in Sunshine were legitimate.
- c. Jean Burgoine is again handing out stickers for the Golf Carts to identify Sunshine residents.
- d. The Combes Police Chief has informed Lenore they are going to have a National Night Out and Fall Fest and Sunshine has been asked to help, which we are going to do.

10) UNFINISHED BUSINESS –

None.

11) NEW BUSINESS –**a. Mark Owen – 2024 SEPO Budget**

Mark has prepared worksheets for each director to use in preparing next year's budget. The budget needs to be approved at the November meeting.

b. SEPO Suggestion-Complaint-Idea –

- i. Share was approached by someone wanting to donate \$250 to plant a tree somewhere in Sunshine as a memorial to a resident who has passed. They didn't want to go through the Memorial Committee to do this. No one objected to this taking place, but

planting costs need to be taken into consideration as well. The requestor also needs to be aware that the tree becomes the property of SEPO after it is planted. Share will relay this to the requestor.

c. Vendor Program –

- i. There was much discussion on how a Vendor Program could be implemented. It was proposed the ACC could educate residents on this program after their ACC request was approved. The Neighborhood Watch and the ACC could possibly work on this process together. One idea was that placards without an expiration date could be given to ‘well known’ vendors who are frequently working in the community. These vendors would be responsible for ensuring their workers obtained ‘temporary’ placards for their vehicles. Whatever process is decided upon, the community needs to be educated.
- ii. Randy moved and Tom seconded we start with a very basic version of a Vendor Program, monitor it until the next Board meeting and see how things are progressing. At that time, we may add more information to it. The motion passed unanimously.

12) EXECUTIVE SESSION –

Randy moved and Mark seconded to go into Executive Session at this point. The motion passed unanimously.

Summary of Executive Session:

The Directors reconvened in Executive Session to discuss the pending litigation against a resident. There was also discussion about planning for the budget for next year. It was decided that the Directors would meet in a special meeting for preliminary budget work in about two weeks, which will include an Executive Session for the purpose of evaluating personnel performance and subsequent wage decisions.

13) ADJOURNMENT –

Randy moved and Tom seconded to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 2:01 PM. The Google Meet recording and video session were stopped.

Respectfully submitted,

Beth Parrish (For the SEPO Board)