

**Sunset Royale Association  
Board of Directors Organizational Meeting Minutes  
January 14, 2017**

**CALL TO ORDER:** Meeting was called to order at 9:50 a.m. by Bob D’Orsi.

**Determination of Quorum of Board:** Board members present were Frank Canino, Bob D’Orsi, Bob Morris, Jr. and Dan Ploger in person. Elvart Dikiy and Paul Parr were on speakerphone until Paul Parr had to drop to another meeting. A Quorum was established. Bill Guran was unable to attend. Julie Trimpe, CAM, also present in person.

**Election of Officers:**

Motion made by Bob Morris Jr. to appoint Bob D’Orsi as President, seconded by Bob D’Orsi. Motion made by Paul Parr to appoint Frank Canino as President, second by Dan Ploger. A roll call of votes was taken. Two votes for Bob D’Orsi , three votes for Frank Canino and one vote to abstain (Elvart Dikiy). Frank Canino was appointed as President.

Motion made by Frank Canino and seconded by Bob Morris, Jr to appoint Bob D’Orsi as Vice President. Approved unanimously.

Motion made by Paul Parr and seconded by Bob Morris, Jr to appoint Dan Ploger as Treasurer. Motion made by Frank Canino and seconded by Bob D’Orsi to appoint Elvart Dikiy as Treasurer. A roll call vote was taken and there was a tie with three votes for each candidate. Discussion took place as to whether they should consider Dan Ploger as a Treasurer and Elvart Dikiy as an Asst. Treasurer. After discussion Bob Morris, Jr. suggested to nominate Elvart Dikiy as a Secretary instead of Treasurer, By Elvart’s request Frank Canino withdrew his motion to nominate Elvart Dikiy to the Treasurer position. The motion to approve Dan Ploger as Treasurer was approved unanimously.

Motion by Bob Morris, Jr and second by Frank Canino to appoint Elvart Dikiy as Secretary. Approved unanimously.

**Discussion and Vote on Increasing of Reserves by Special Assessment:**

Frank Canino discussed the Reserve Study that had been done previous year which called for additional funding of reserves. Also, an independent calculations that were done by Dan Ploger confirm that an increase of Reserves is obvious especially considering upcoming renovation projects and having still an outstanding loan from Reserves in amount of approximately \$35,000. Last year the Board did increase reserve funding, but did not do a special assessment as suggested by the report so additional funding is required. Dan Ploger suggests an increase of \$27.00 a month this year to increase the funding to reserves and this number is close to the one that Frank came up with. Frank also mentioned that according to his research the Sunset Royale maintenance fee is in the bottom six of such fees on the island with most of them in between \$500 and \$800. At this point Elvart Dikiy mentioned that we ended 2016 year with almost \$9,000 surplus and the previous year with \$3,100 surplus. He suggested that the planning for increase in

Reserves should take these monies into consideration. Frank Canino replied that as soon as we get all the money for paying January bills the surplus money will be put in Reserves.

Motion made by Frank Canino to increase the maintenance fees by \$27.00 a month retroactive to January 1<sup>st</sup>, 2017. Seconded by Dan Ploger. Four votes for and one vote against (Elvart Dikiy). The new monthly Maintenance fee will be \$493.00 a month. Management will get notice out for the additional \$27.00 a month for January and order new coupon books for February and year. The bank will be notified of the new amount for those on ACH with the bank.

**Old business:**

Julie Trimpe, CAM, commented that the Waiver of the Fire Sprinkler Retro-fit was recorded, filed and sent to State as required. Owners are to keep a copy of the notice mailed with the Annual Meeting Packet in their important documents.

Frank Canino discussed that he will change the way how owners are able to comment at Board meetings. In the future meeting, before accepting any motions, the Board will ask members that are present for comments. This may provide useful input to the Board before making decisions.

In regards to building Sunset Royale own website, Elvart Dikiy commented that he is waiting on the template from GoDaddy. He was thinking of 3 levels to the website:

- 1) General information about the complex including pictures and useful links. Every owner would have a personal section to put information about their unit that could include the links to the rental agency used by the owner if the unit is being rented.
- 2) A Membership section, which will be accessible through secure login and will have all pertinent member information. This section will also have a place where members could share their thoughts, comments and inform Board or management about problems.
- 3) The section for Board Sensitive information.

Frank Canino noted he would like to see Association documents/ Minutes and insurance documents on the website. Frank offered to assist Elvart with the website set-up.

**New business:** Frank Canino discussed the loan from reserves and that it is time to put it to rest. Looking at records and Kevin Kane's comments, the BP claim was meant to offset the Reserve loan if received. The balance of the loan after the BP claim is received should be paid off by a special assessment in amount around \$700. The straw vote shows that majority of owners who responded would agree with the special assessment to resolve this matter. Frank pointed out that at the time the loan was taken, the membership had a choice of either paying a special assessment to cover the loss or take the loan from the reserves, which was done by member ship vote with more than 51% voting for that. Dan Ploger spoke in favor of this action and that past Board have worked to do a good job for the Association.

Elvart Dikiy inquired if the money from the BP settlement will be counted against the loan amount. Frank Canino replied that after the floor discussion the consensus is that

after the money from the BP settlement will be received they will be applied to the Reserves and the maintenance fee for the following will adjusted accordingly. Elvart Dikiy also mentioned that if the surplus of this year in amount of \$9,000 will be out into Reserves it will come to \$22 per month per unit. This will mean that this year we will be putting \$49 per month per unit into Reserves and not \$27. Dan Ploger responded that after the last year surplus will be put into Reserves, the fees for the next year will be calculated taking this into consideration.

Motion made by Frank Canino and seconded by Dan Ploger to do a special assessment to retire the loan from the Reserves. Four votes for and one vote against (Elvart Dikiy).

Motion passed.

The loan called for the principal plus the lesser of the interest that would have been earned by Reserve account over the loan timeframe or 1%, be paid back. The final calculation and dates for repayment will be decided at the next Board meeting.

### **General Comments:**

Bob D'Orsi reported that the coin machine for laundries was bought and he asked members where it should be installed. After a brief discussion and Julie's explanation of how the coin machine will be operated it was decided to install coin machine in the second floor laundry.

Bob D'Orsi raised the issue of setting up a policy for registration of guests and vendors in the office. After discussion it was agreed to table this issue until next Board meeting.

Bob D'Orsi reminded owners that Board approved a yearly A/C maintenance for each unit and he said that such yearly maintenance of each A/C unit would be done in May. That once a year maintenance done only by Association A/C maintenance company will be paid by the Association. Owners will have a choice either to use the Association A/C maintenance company or its own, to perform the maintenance. In a latter case, owners have to provide the proof of the A/C unit being serviced.

Frank Canino raised the question of all renters following the rules set up by the Association and possible actions that Association could make against the violators. He also mentioned that the CAM or Office attendant could monitor rule violations and report them to the Board. Elvart Dikiy inquired what these rules are and whether we have them in writing. **Frank responded that he will provide the copy of these rules and there will be a discussion of these rules to make sure that they are uniform for every owner.**

Jan Guran raised the issue of having different committees to which Frank replied that he and the Board are in favor of committees and more involvement from unit owners. It was also mentioned that the Board member has to be on such committee.

Bob D'Orsi reported that he met with US Lawn representative and discussed possible landscaping improvements. He will provide estimates to the next Board meeting.

**NEXT MEETING DATE:** February 16, 2016 @ 1:00 p.m.

**ADJOURNMENT:** Motion was made by Bob D'Orsi and seconded by Frank Canino to adjourn. Meeting adjourned at 11:25 a.m.

Respectfully submitted,