

**Sunset Royale Association
Board of Directors Meeting Minutes
February 16, 2017**

Call to Order: Meeting was called to order at 1:03 p.m. by President Frank Canino.

Determination of Quorum of Board: Board members present were Paul Parr and Dan Ploger in person. Bob D’Orsi, Elvart Dikiy, Bill Guran and Frank Canino were on speakerphone. Quorum was established.

Julie Trimpe, CAM also present in person.

Bob Morris, Jr. joined the meeting on speakerphone after the discussion of the approval of the minutes.

Bill Guran left due to other commitments before Board moved to new business.

Confirmation of Proper Meeting Notice: Julie Trimpe, CAM confirmed the notice was posted and mailed out to all owners.

Approval of Previous Meeting Minutes – Dan Ploger asked to make corrections to drafted minutes. A discussion on how minutes should be presented took place. Frank Canino suggested following Robert’s rules while drafting the minutes. Paul Parr and Bob D’Orsi agreed and stressed that current minutes provided too much information.

Frank Canino made a motion to defer the approval of the minutes to allow for updating and approve at the next Board meeting, Dan Ploger seconded. All approved.

Officers Report – Frank Canino deferred his report to discussion of items on the agenda. Dan Ploger, the Treasurer, reported that January report was completed and sent out to the Board but he had not yet had time to review it. In addition, Dan Ploger said that the Association cash balance is good.

Old Business:

a) **BP Update:** Julie Trimpe reported that FEIN Verification letter from the IRS was requested. Bob D’Orsi has contacted the IRS to provide this letter.

b) **Final Approval of payment to Lerch Painting (minus damage expenses):** Frank Canino asked each Board member to express an opinion on this matter. After all Board members stated their opinion, Frank Canino made a motion to pay Lerch Painting the balance due minus lawn and elevator repairs (about \$344 and \$969 correspondingly). Motion was seconded by Bob D’Orsi. Four votes for and three votes (Bill Guran, Paul Parr and Dan Ploger) against. Motion passed.

c) **Waterproofing Contractor Deficiencies and remedies:** After in depth discussion on the work completed by waterproofing contractor and if it was done according to proposal determined completed per proposal it was suggested that some extra work at an extra cost should be done to make that there is no leaks in the future. Motion made by Frank Canino to pay (\$9,750) Water Proofing

Contractors for work performed per proposal. Motion was seconded by Paul Parr. Four votes for, one vote against (Bob D’Orsi) and two votes abstain (Elvart Dikiy and Bill Guran). Motion passed.

- d) **Additional Waterproofing Requirements:** Discussion as to whether new flashing and tile should be done to fourth floor area was held. **Motion made by Frank Canino that other than the foaming requested by Waterproofing Contractors, no other work be done at this time. Seconded by Paul Parr. All approved.**

- e) **Final Approval on Special Assessment to pay off Loan from Reserves:** Based on the results of the straw vote at the Annual Meeting, a suggestion was made to levy a special assessment to retire the loan from the Reserves. This assessment could be levied in one payment or through installments. Both Dan Ploger and Frank Canino agreed to use the average interest rate earned by Reserves during the length of the loan, which will make the total due of \$35,458.28. A discussion started when some Board members suggested that because the decision to take the loan from Reserves was made by all Association members at an annual meeting in 2013 and that at this annual meeting a vote passed for continuation of the loan for year 2017 **As a result a motion was made by Frank Canino to held a Membership Proxy vote on a proposal to use special assessment to repay the loan from the Reserves in 2017. Motion was seconded by Elvart Dikiy. Four votes for, three votes against (Bill Guran, Bob Morris, Jr. and Dan Ploger). Motion passed.**

- f) **Website Update-** Tabled until next meeting.

- g) **Bulletin Board-** Frank Canino reported that after the Annual Meeting a decision on placement of the new board that had been purchased was not made. A discussion on placement of bulletin board took place. Motion was made by Frank Canino and seconded by Bob D’Orsi as to whether to have a bulletin board. Four voted for, three against (Bill Guran, Paul Parr and Dan Ploger). Motion passed. Motion made by Frank Canino and seconded by Dan Ploger as to whether hang the present bulletin board that had been purchased. Two votes for, five votes against (Frank Canino, Elvart Dikiy, Bill Guran, Paul Parr and Dan Ploger) Motion did not pass. **Motion made by Frank Canino and seconded by Paul Parr to establish a committee to determine the bulletin board type and the location on the property. Six votes for and one vote against (Paul Parr). Motion passed.**

- h) **Office Storage Locker Reassignment:** In 2015, Bob D’Orsi approved the exchange of storage locker location between Association’s office storage locker and unit 200 owner’s storage locker. Unit 200 owner’s storage locker was located on the third floor – the only one locker that was above the floor where the unit is located. Paul Parr has objected to this action and feels there should have been a Board vote on the matter. Julie Trimpe noted that there appears to be no specific

assignment stated in the recorded documents for the locations of the parking spaces or the storage lockers. Discussion on this matter took place during which Elvart Dikiy (unit 200 owner) recused himself from discussion and voting. Motion made by Frank Canino and seconded by Dan Ploger to auction off the 1st floor storage locker. One vote for and five votes against (Frank Canino, Bob D’Orsi, Bill Guran, Bob Morris, Jr. and Paul Parr). Motion failed. Motion by Frank Canino and seconded by Bob D’Orsi to table this matter to the next meeting. Six votes for. Motion passed.

New Business:

- a) **Landscape Proposals:** Two proposals were obtained from our Landscaping company for new plantings around “Sunset Royale” sign and flagpole as well as around the patio area. Those proposals were sent out to the Board for review. Motion made by Frank Canino and seconded by Bob D’Orsi to approve the proposal for new plantings by the sign at a cost of \$626.00. Approved unanimously.
Motion by Frank Canino and seconded by Bob D’Orsi to approve the proposal for new plants around the patio area. Four votes for and two votes against (Frank Canino and Elvart Dikiy). Motion passed.

Due to time constraints, it was agreed that the remaining agenda items would be tabled to the next Board meeting.

General Comments- None

Next Board Meetings: March 23, 2017 @ 1:00 pm.

Adjournment: Motion made by Frank Canino and seconded by Elvart Dikiy to adjourn. Meeting was adjourned at 4:03 P.M.

Respectfully submitted,