

**Sunset Royale Association
Board of Directors Meeting Minutes
October 17, 2017**

Call to Order: Frank Canino President called the meeting to order at 1:04 p.m.

Determination of Quorum of Board: Quorum determined. In person was Dan Ploger. On speakerphone was Frank Canino, Bob Morris, Jr., Paul Parr and Bill Guran, Julie Trimpe, CAM also present in person.

Confirmation of Proper Meeting Notice: Julie Trimpe, CAM confirmed the notice was posted on property minimum 48 hours in advance and emailed out to owners.

Approval of Previous Meeting Minutes – Motion was made by Frank Canino to dispense with the reading of the September 19, 2017 minutes and seconded by Dan Ploger. Passed unanimously. Motion was made by Frank Canino and seconded by Bob Morris Jr to approve them as submitted with one correction. Motion passed but one opposition by Paul Parr

Officers Report – Frank Canino reported that the A/C box proposals were received and info sent to owners. The washing machines had been installed and management is looking into platforms for the washing machine. One complaint received they sit too low. Frank also reported that the parking lot survey has been posted to the website. It appears to address the ponding by unit #100 but the entrance way ponding is not addressed. Dan Ploger should address with County on the sidewalk and pull that out of the proposed plan as it is a County issue.

Outstanding matters from last meeting are rental registration email to all owners will be sent out by Frank Canino. Need to get a quote on a booster pump for water system and a price from New View for Individual owners that want to have their windows done.

Dan Ploger reported that all but 2 owners have paid the special assessment. Frank Canino asked that the Laundry and operating bank account figures be consolidated on the balance sheet. Management will make the change. Laundry income is reported separately on the P&L Statement.

Old Business:

Change to Declaration to Allow Exchanges of Limited Common Elements-

Elvart Dikiy has supplied the Board with suggested changes to the Declaration in regard to this matter. It has been posted on the website. Frank Canino made a motion to put the amendment to a vote of the owners. No second to motion as there was a disagreement to wording on present proposed amendment. Suggested that the office and Association storage unit not be included. Patios are also common areas not limited common areas.

Frank Canino made a motion to put it out to a vote of the owners and revised wording would be sent to the Board to approve before going to owners. No second to that motion. Paul Parr will draft a corrected change which will go to the Board first.

New Business-

2018 Budget Discussion- Review of the proposed expenses took place. Following items were suggested to be changed: Lower landscape pest control to 300.00; add 1,400 to A/C Maintenance; lower Supplies to 1200.00; lower licensing to 200.00; lower Provisions for taxes to 0; Look to Cable Contract for expiration and possible negotiation. Total expenses were 157,354.00. Increase Laundry income to 8,000. Maintenance Fees total equals \$149,354. Paul Parr asked about new light fixtures. Dan Ploger said that would come from Reserves. Bill Guran offered to look at new fixtures to consider for exterior building. Budget worksheet will be revised and sent out to Board.

General Discussion-

Assistance Animal Request- Paul Parr inquired if there was a request by an owner for a variance on the pet policy. Frank Canino reported that a written request was sent by one of the owners to management and a letter from a medical provider was requested and provided. Due to the sensitive nature of the information it would not be sent out to whole Board. The law requires that when there is a no pet policy that the Board has the right to request that a doctor certify that there is a disability and how the animal will alleviate the disability. The Board can grant the variance and also record the variance. Owner would need to provide proof of vaccinations. Dan Ploger asked if there was any support for a document change allowing owners to have pets but not renters. Bob Morris Jr was not satisfied with the information provided to management. Management suggested that the matter be sent to the attorney to review. Motion by Frank Canino and seconded by Dan Ploger to allow the request with the medical information provided. Dan Ploger, Yes and Paul Parr, Bill Guran and Bob Morris Jr, No. Frank Canino abstained from vote due to Conflict of Interest. Motion failed. Manager will send request and information to the attorney for review and advise Board.

Next Board Meetings: November 16, 2017 @ 1:00 pm.

Adjournment: Motion by Frank Canino and second by Dan Ploger to adjourn. Meeting was called to adjournment at 3:06 P.M.

Respectfully submitted,