

**MINUTES OF SUNSET BAY PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS SPECIAL MEETING via conference call
Thursday, January 9, 2020**

www.sunsetbaypoa.org

Call to order: A Board of Directors special meeting of the Sunset Bay Property Owners Association was held Thursday, January 9, 2020 via conference call. The meeting was called to order by the President and convened at 6:50 p.m. A quorum was established.

The following officers were in attendance:

President	Debbie Ortiz
Vice President	Rick Gonzalez
Vice President at Large	Gary Sequeira
Treasurer	Nikki Bloomer
Secretary	Stacy Thole

The following Alternate Director was in attendance:

Tim Raub	Executive Director
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The following Subordinate Officer was in NOT in attendance:

Kelly Flanagan	Community Liaison Officer
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Financial:

a. Annual Invoices

QuickBooks has been updated with all the addresses and information that is needed on property owners. Johnson & Creekmore have sent all the invoices to Nikki, who prepared them and will mail them out. Property owners should start receiving them within a week. There was some discussion about adding a note on the annual invoices to say there would be a \$50 late fee on all past due fees owed. Nikki is trying to work with Johnson & Creekmore to get the past due amount on the annual invoices in the future.

b. Liens

Tim will give an update at the February 8th BOD meeting with a call-in to the meeting, as he will be out of town.

Architectural Committee:

a. Members

Debbie will reach out to Tianna Pearce about replacing Kelly on the ACC. She has shown interest in being a part of the committee.

b. New Structures

ACC will carefully review home drawings to ensure structures are not encroaching on easements or property lines.

Building Update:

a. New Build

One owner is beyond the year mark, due to illness, on their new build, but is making progress.

Mailboxes:

a. Concrete Pad

Nikki will get in touch with Amado Deniz about bidding for the postal pad and parking lot. Debbie will reach out to the Pearce's as they are contractors as well. Tim will send information for a contractor he has, and Rick will try to get in touch with the Garcia Bros. Rick will work on getting the bids for the postal pad, covering and parking.

b. Mailboxes

Nikki will order the mailboxes and store them until the pad is built.

Fencing:

New fencing that is being built on Duckhaven will have a decorative split rail on the roadside.

New Business:

a. Water System:


Water system was having some discoloration issues. Gary advised that if the lines are not flushed on a regular basis, it will develop sediment of iron and manganese. It is not unsafe to drink, just unsightly. Once we have more houses in the subdivision, they should not have to flush the lines as much. He has spoken with the operators of our subdivision to make sure they are staying on a regular schedule to flush the lines.

b. Third Party Accounting Firm

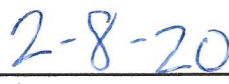
Johnson & Creekmore have sent a bill for the next quarter - \$350/qtr, with a \$385 contingency fee. We will review the 2020 contract at the Board meeting.

The meeting adjourned at 7:53 pm.

The next Board meeting is scheduled for Saturday, February 8th, 2020 at 1:30 at the home of Gary Sequeira at 139 Sunrise Dr., Rockport TX 78382.



Stacy Thole, Secretary



Date