

February 8, 2021
Sunburst Farms East, Inc. Regular Board Meeting

Location: Paradise Valley Mall/Elevate Conference room at 7:00 pm **BOD Attendees:** All Board Members in attendance except for Tom Krauch. No Lot Owner's in attendance

Meeting Minutes

- December BOD Minutes presented. Motion made by Marco to approve as read and Carol Smart 2nd. All BOD in attendance approved. January Board business conducted via email or in person if community business needed to be handled.
- Discussion to purchase replacement DVR for security system at the wellsite. Tabled until Desiree gets new quote from Century Link on the cost of Internet so we can look at upgrading the system, so we have live feed via mobile phone and computers and additional back up.
- The Board received 27 Board Candidate Ballots back. There was no quorum and the BOD moved forward with the election of the candidate that came forward and was on the Ballot for 2021. Desiree Marciniak excused herself while the BOD continued discussion and voted. Valerie Altgilbers made a motion to accept the 2011 candidate form from Desiree Marciniak to be elected to the BOD for 2021, Carol Smart 2nd. All BOD present approved.
- Election of Officers took place, and all Directors remain in the same position for 2021. Jeff Hauke-President, Steve Hess – VP, Desiree Marciniak – Secretary/Interim Treasurer, Valarie Altgilbers – Interim Treasurer, Carol Smart, Tom Krauch and Marco Stoppa Directors. Irrigation Leads Jeff Hauke and Carol Smart, Steve Hess AZ Blue Stake.
- Disclosure forms and process reviewed. Desiree will add a \$200.00 penalty and the Title Company will be invoiced if Sunburst Farms does not receive the requested and required documentation within 14 business days per AZ current Statute.
- Discussion of arranging to have Zoom meetings set up for monthly BOD meetings. Board reviewed and will work on finding a space close to the community to hold meeting as PV Mall will be closing and we are losing our space with Evaluate Co-Working.
- Lot owner on Charter Oak is interested in coming on the BOD, Desiree will arrange to meet or speak with him.
- Lot 219 sent letter to the BOD relating to several COP violations with lots in our community and surrounding area. Desiree will contact the owner and advise that complaints and concerns can be sent to the COP anonymously on the phoenix.gov site.

Irrigation/Bridle Paths: Jeff and Carol

- Jeff to review concrete needs at wellsite in back room so we can seal this area and close off to decrease rodent problems.
- Discussion of the repair for Lot 49 and 50. Majority of the work needed was on lot 49 due to heavy roots and lateral line cracks and blockage. Additional \$2700.00 was needed to complete repairs due to the extensive excavation and pipe. Desiree will send a letter to Lot 49 to provide them detail on the root issues from his trees and cost incurred. Should additional repairs be needed Lot 49 will be responsible for the cost and removal of trees causing issue with the irrigation line.

Treasurers Report –

- Regular monthly payment to Jim Sullivan reviewed Legal payment for January and February in the amount of \$9,000.00. Steve Hess made a motion to approve regular monthly for January to Jim Sullivan and Marco Stoppa 2nd. All BOD present approved.
- Treasurer Report for November 2020 presented by Judy, Motion made by Steve Hess to approve Treasurer Report as read and Carol Smart 2nd. All BOD present approved.
- Treasurer Report for December 2020 presented by Judy, Motion made by Marco Stoppa to approve Treasurer Report as read and Steve Hess 2nd. All BOD present approved.
- Treasurer Report for January 2021 presented by Judy, Motion made by Marco Stoppa to approve Treasurer Report as read and Carol Smart 2nd. All BOD present approved.
- Accounts receivable is clean-up and Judy Spoke with CPA Joe Kennedy on the best way to note accounts.
- Letter received from Lot 102 relating to late fees was read and not approve by the BOD.

Legal

- Board discussed NWT letters and content and reviewed draft that was prepared by Jeff, Desiree, and Stephanie. Desiree and Jeff will continue to work on it and send to Stephanie for final approval. Target date to get the letters out is early March. Once letter is approved, Desiree and Judy will work together to adjust letter and form to each lot based on their account details.
- Jeff has a draft of a letter to the community letting everyone know where we are at with legal.
- Desiree will begin working on the draft of the Bylaws per the document Stephanie sent. Desiree will finalize the R&R's and send draft of Bylaws and R&Rs to Stephanie mid-March so she can review the drafts of these documents and ensure they are following the amended CC&R's. The BOD can look at sending the Bylaws out to the community for a vote with a copy of their new CC&R's and R&R's.
- Discussion and review of letter sent by Jim Sullivan 1/8/21 relating to summary of SBFE account. Judy will prepare a full analysis of the legal relating to Jim Sullivan and Stephanie Wilson. BOD will discuss at next meeting.

Old Business – New A/C Window unit to be installed in the next few months and completion of side room to complete building storage.

New Business – N/A

Regular Meeting Closed at 8:50 pm