

Sunburst Farms East Inc AGENDA

When: Monday, December 19, 2022, **Time:** 7:00 pm Regular Board Meeting **Location:** 5315 E. Emile Zola Ave

Community Members Concerns or Comments: Community members of SBFE are encouraged to participate in Community matters. To facilitate communications during open board meetings, a time has been set for members to present information or comments to the members of the Board. There will be time allotted for members to discuss SBFE matters. Members requesting to speak with the Board may do so on items that maybe on the Agenda or Non-Agenda items. The Board will listen and take into consideration the information presented but are not required to act or respond to questions nor make comments on the issues during this time. If an item is not on the Agenda, it may be addressed later in the meeting under "New Business". If the matter requires immediate action, the Board will again open the floor for discussion for that item only. Agenda subject to change.

Secretary

- Meeting minutes from November to be presented and approved.
- Review of Final draft of Bylaws and Rules and Regulations
- Review of new Forms and what will be mailed in the year end mailer
- Discussion about Judy taking on additional work in 2023 to support Secretary.

Treasurers Report/Bookkeeping

- Treasurer Report's and Financial update for November presented by Judy Nowlin
- Review 2023 Budget for potential changes
- Review Homeowner letters, emails, invoices from suppliers/contractors or other for discussion

Irrigation/Bridle Path Report –Carol and Jeff

- Repairs or concerns relating to irrigation system/infrastructure and/or Bridle Paths.
- Bridle path grading – Schedule for December/January
- Preventative Maintenance Stand Pipe Gates - update

Legal – n/a

New Business

Schedule and make a deposit for the Embassy Suites for a room for the annual meeting
Judy managing new Membership and Irrigation Service Forms and the detail that is needed going forward.

Old Business

- Wellsite Filing/Cleanup, contractor needed.
- Schedule shredding of old records at wellsite to coincide with file clean
- Set up workshop to complete and plan/schedule R&R and Bylaws for the community.
- Review Block and grate proposal for lots that have open vales and risers on Bridle paths