

**Sunrise Master Association**

**BOARD OF DIRECTORS SPECIAL MEETING**

**Meeting Minutes**

*Sunrise Master Association Clubhouse*

**November 6, 2017 – 4:00 PM**

**BOARD OF DIRECTORS:** Sloan Clack, Monica Gildea, Roger Elmore, Brenda Pearson  
Eric Corliss - Absent

**Association Management:** Kathy Berrens, Robbin Coltom, The Management Trust

1. Call to Order and Confirmation of Quorum: President Sloan Clack call the meeting to order at 4:07 pm.
2. Consideration of Agenda: SMA Manager Kathy Berrens added a new item; 3. Unfinished Business, The West property,.
3. Unfinished Business:
  - a) The West Property Update: To be discussed n Executive Session.

4. New Business

a) 2018 Budget Review: SMA Manager Kathy Berrens explained the 2018 Budget process and noted the work of the Budget Committee throughout the process. Kathy also reviewed the Budget, noting significant increases from last year's budget. A breakdown of the management fees was provided showing that the new position to be added in site office and the number of units projected for the coming year will result in an increase in the management fee.

b) 2018 Budget Consideration: Budget Committee Recommendations were presented by Brenda Pearson, Board Liaison:

**Motion** to approve the Sunrise assessment policy change to once a year payments with the exception of paying monthly using ACH, as long as account does not default which will trigger yearly payment charge, was made by Roger Elmore and Seconded by Brenda Pearson. Approved 4/Opposed 0.

**Motion** to approve the addition of one full time Assistant Community Manager position to the Sunrise office was made by Roger Elmore and seconded by Brenda Pearson

c) Reserve Study Consideration: SMA Manager Kathy Berrens reviewed the Sunrise Reserve Study

**Motion** to accept the 2018 Sunrise Reserve Study as written was made by Brenda Pearson and seconded by Roger Elmore. Approved 4/Opposed 0.

d) Sheriff only Security: SMA Manager Kathy Berrens reported the recommendations to the Board regarding Security.

**Motion** to accept the Security Committee recommendation for 2018 that Sunrise only continue services of the off-site, off duty Sheriff Deputies for security patrol was made by Roger Elmore and seconded by Brenda Pearson. Approved 4/Opposed 0.

e) CC&R Review: President Sloan Clack explained revisions made to the CC&R's.

**Motion** to accept CC&R's 1<sup>st</sup> Amendment to the 2<sup>nd</sup> Amendment and restated CC&R and Easements was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0.

f) 2018 Budget Ratification Meeting:  
Motion to hold the 2018 Budget Ratification Meeting on December 5, 2017 was made by Sloan Clack and seconded by Monica Gildea. Approved 4/Opposed 0.

5. Executive Session:

**Motion** to recess to Executive Session at 6:15 pm was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0.

**Motion** to accept the Chase bank offer of \$5000 as a settlement agreement on the West property was made by Roger Elmore and seconded by Sloan Clack. Approved 4/Opposed 0.

6. Adjourn

**Motion** to adjourn at 6:42 pm was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/Opposed 0.



Monica Gildea, Secretary



Date

  
Sloan Clack, President