

**BOARD OF DIRECTOR'S MINUTES
SUNSHINE ACRES PROPERTY OWNER'S ASSOCIATION**

FRIDAY, JANUARY 5, 2024

1. CALL TO ORDER – 7:01 PM

KATHLEEN KEEHN, PRESIDENT – ALL MEMBERS OF THE BOARD (KATHLEEN KEEHN, TOM POWELL, ANNEMARIE MONTERA AND JACQUELENE PETERSON) ATTENDED IN PERSON. KAY RICHARDSON VIA ZOOM DUE TO TRAVELING.

- a) ALL FORMER MEMBERS WERE RESEATED TO THE BOARD AND POSITIONS THEY HELD.**
- b) KAYE RICHARDSON GAVE HER RESIGNATION FOR YEAR 2024.**
- c) MEMBER LESLIE TANZER & JO POWELL WERE IN ATTENDENCE IN PERSON.**
 - ANNEMARIE MOVED THAT LESLIE TANZER (WHO VOLUNTEERED TO SERVE ON THE BOARD) REPLACE KAYE AND SERVE AS SECRETARY. TOM SECONDED AND ALL MEMBERS APPROVED.**
- d) NEW BOARD MEMBERS WILL BE SENT TO WEBMASTER TO CHANGE ON THE WEBSITE.**

2. OLD BUSINESS

- a) APPROVAL OF MINUTES**
 - TOM MOVED TO APPROVE SEPTEMBER 8, 2023 BOARD MEETING MINUTES. ANNEMARIE SECONDED AND ALL APPROVED.**
- b) TREASURER'S REPORT**
 - REPORTS AS OF DECEMBER 31, 2023 WERE PRESENTED AND CAN BE FOUND ON THE WEBSITE AT <https://sapoasequim.org>**
 - DELINQUENCY REPORT UPDATE AS OF DECEMBER 31, 2023 SHOWS 68 DELINQUENT AS OF 12.03.2024 AND ALL WERE SENT DUES REMINDERS PRIOR TO THE MAILING OF THE BYLAWS BALLOT TO TRY AND GET EVERYONE CURRENT SO THEIR VOTES WILL BE COUNTED.**
 - ANNEMARIE MADE A MOTION TO APPROVE THE 2023-2024 (SAME AS 2022-2023 – NO BALLOT NEEDED). TOM SECONDED AND ALL APPROVED.**
- c) COMMON PROPERTIES REPORT**

- **MBR MAINTENANCE – KATHLEEN MADE A REPORT OF CLOSING AND UPCOMING CLEANUP.**

d) BY-LAWS BALLOT UPDATE

- **MAILING IS SET TO BE SENT OUT NOW**

3. NEW BUSINESS:

- **DISCUSSION ON GETTING NEW BOARD MEMBERS AND THE TRANSITION OF DUTIES**
 - **ANNEMARIE STATED THAT THE BYLAWS RULES FOR THE BYLAWS BALLOT WILL BE THAT 20% OF THE MAILED BALLOTS NEED TO BE RETURNED (THAT IS 74 AS OF THIS DATE) AND APPROVAL OF THE CHANGES WILL NEED TO BE 65% OF THE RETURNED ELIGIBLE BALLOTS TO BE COUNTED MUST BE IN THE AFFRIMATIVE FOR THE CHANGES TO PASS.**
 - **ELIGIBILITY IS DETERMINE TO BE A BALLOT RECEIVED FROM A MEMBER WHO'S DUES ARE CURRENT. DUES MAY BE PAID UP TO 10 DAYS PRIOR TO THE COUNT DATE IN ORDER TO BE ACCEPTED AS BEING A MEMBER IN GOOD STANDING AND, HENCE, HAVE THEIR BALLOT COUNTED. SHE INTENDS TO BE SURE ANY RETURNED BALLOT CONSIDERED INELIGIBLE WILL HAVE THE OWNER CONTACTED TO BE SURE THEY ARE AWARE THEIR DUES NEED TO BE PAID SO IT CAN BE COUNTED.**
 -

4. OTHER ITEMS:

- a) **KATHLEEN LED A DISCUSSION ON THE BOARD 2024 CALENDAR AS PRESENTED BY ANNEMARIE.**
 - **SAPOA BALLOT COUNT WILL BE HELD ON FEBRUARY 15TH AT 1PM.**
 - **THE GENERAL MEETING WILL BE HELD IN OCTOBER IF THE BY LAWS ARE APPROVED WITH A CHANGE TO ONE (1) REQUIRED MEETING VS. TWO (2) MEETINGS BEING NEEDED. IF THE BY LAWS ARE NOT APPROVED WE WILL SCHEDULE AN ADDITIONAL GENERAL MEETING IN APRIL.**
- b) **NEWSLETTER ITEMS NEED TO BE RECEIVED BY FEBRUARY 25TH, 2024 IF WE NEED TO HAVE AN APRIL GENERAL MEETING TO GIVE NOTICE OF THAT MEETING.**

ADJOURNMENT – TOM MOVED TO ADJOURN AT 7:45 PM. ANNEMARIE SECONDED AND ALL APPROVED.