

**SUNSET HARBOUR
ANNUAL PROPERTY OWNERS ASSOCIATION MEETING
DECEMBER 9, 2023**

MINUTES

Call to Order

Pursuant to call, the Annual Members Meeting of the Sunset Harbour Property Owners Homeowners' Association, Inc. was held on December 9, 2023 at the North Myrtle Beach Historical Museum located at 799 2nd Ave North, North Myrtle Beach, SC 29582.

Quorum

Dan Lowry, President, formally opened the Meeting in accordance with the Declaration and By-Laws of the Association. Roll call was taken at the door in order to verify the establishment of a quorum.

Present in Person	19
Proxy	76
TOTAL	95

Proof of Mailing:

The Sunset Harbour Property Owners Board of Directors examined the Proof of Mailing of the Notice of the Annual Members Meeting, and the instruction was given to property management to file the Proof of Mailing Notice with the official Minutes of the meeting.

Approval of Minutes:

Dean Doucette (Lot 173) made a Motion to approve the Minutes of the December 10, 2023 Annual Meeting Minutes. The Motion was seconded and unanimously carried.

Report of Officers:

The ARB is working on revising the guidelines and applications for new construction. Once this has been completed and recorded at the courthouse new copies will be distributed to all the owners. Forms will not be able to be filled out and submitted electronically once this has been completed.

Peggy Gruenemeir has been working with a committee to revise the Owners Handbook. They anticipate this being completed in January and new copies will be distributed as well as posted on the website at www.scpaminc.com. Ms. Gruenemeir thanked the committee for all their hard work in getting these documents revised.

Bobby Hall Treasurer was unable to attend the meeting today. Pam Bane reported as of November 30, 2023 there was \$33,770.52 in the operating account, \$236,227.30 in the Money Market account, \$55,107.92 in reserves, Accounts receivable is \$24,483.50 and Prepaid Insurance is \$40,433.98. Total Current Assets are \$380,023.22.

Copies of the 2021 and 2022 Annual Audit were distributed as part of the handout of today's meeting. The Board will be changing accountants in order to receive the audits in a timelier manner.

Dan Lowry reported we do have a reserve study for the Association, but these are not always 100% accurate as prices increase every day. It is just a projection of the funds we will need in the future as well as estimate as to when these items may need to be replaced.

Election of Officers;

Chris Cunningham has decided not to seek re-election this year. The Board of Directors thanked him for his service. There are three vacancies for the Board of Directors this year. Bobby Ray Hall Jr. Dan Lowry and J.B. Nelson had submitted their names for consideration prior to the meeting today. Pam Bane opened the floor for nominations and/or volunteers. There were no nominations from the floor. Lisa Doucette (Lot 165) made a Motion to close the nominations. Virginia Cooper (Lot 159) seconded the Motion and it unanimously carried. The Board of Directors cast one ballot to elect the three nominees by acclamation.

Old/Unfinished Business:

Peggy Gruenemeir stated they have been working to get a handle on the storage area. It is suspected some of the items in storage may be abandoned. We are working from three different lists trying to determine if items should be in the storage lot and do belong to current owners. Some items in storage do not have a valid sticker. If you have an item in storage you need to make sure you have a current valid sticker on display and that your item is registered with the property management office. The Association does not want to tow anything if it belongs to one of our owners. Owners that are using the storage facility need to park in a more orderly fashion to make it easier to get items in and out of storage. The Committee is suggesting that RV's be parked along the back wall, to make room for other items to be stored. We may look at some type of markers to align parking in a more orderly way. We would like to have this area cleaned up by the end of the year if possible.

New Business:

The new key fobs for the pool/clubhouse are available for pickup at the property management office if you have not already picked yours up. Currently the new fob only works the pool/clubhouse area. The old fob still works the gazebo area and there is a 3rd one for the storage area. There is a plan in the future to eliminate the old fobs so that everything works with just one fob. Several owners asked why the system was changed to a new fob. A storm took out the old system and we could not locate the person that had access to the system in order to get it repaired. With the new system, the property manager has access and can make keys, lock out keys, turn the gates on and off at predetermine times without having to pay someone to do this. We now have a valid records of which owner has which key fob and in the past we had no idea who had this and no way to know if they were no longer an owner.

Property Management has a lot of our information on their website at www.scpaminc.com. Copies of the Covenants and By-laws, Rules, ARB forms and Annual Minutes are posted on the website. Financial information will not be posted. You can obtain a copy of the financial statements by contacting Property & Association Management at 843-399-6116.

Truist Bank had sent out the 2024 coupon for payment along with a copy of the 2024 budget. The new fee for 2024 is \$1,200.00 per year. We had cost increase for several items such as pool chemicals and landscape chemicals so we had to increase in order to cover our expenses.

Adjournment:

There being no further business to discuss Dean Doucette (Lot 173) made a Motion to Adjourn. The Motion was seconded by J.B. Nelson (Lot 24) and it unanimously carried.

Respectfully Submitted,

Freda Gore, Recording Secretary