

## **NOTICE OF and AGENDA FOR SUNSHINE ESTATES PROPERTY OWNERS, INC. ANNUAL MEETING OF SHAREHOLDERS**

Tuesday, February 18, 2025 @ 1 PM "Hybrid" Meeting: Retzlaff Hall & Google Meet

You can log into Google Meet at 12:45 PM for the 1 PM meeting / 2:45 PM for the 3 PM meeting with this link: <https://meet.google.com/cib-mzxg-zbc>

- 1) **Call to order (1 PM)** – (Announce this meeting is being recorded via Google Meet).
- 2) SEPO Board Roll Call - Jim Kennedy, Tony Adams, Randy Davis, Tom Perrier, Frank Tewell, Scott Kronshage, and Tracy Wagner
- 3) Verify the Notice and Agenda were made available to the community by the required day/time.
- 4) Board Members Consideration/Adoption of any Amendments to the posted Agenda.
- 5) Election Committee Chairperson Announcements
  - a. If a quorum has been reached.
- 6) Board President Announcements (if a quorum has been reached)
  - a. Declare a Quorum.
  - b. Declare Balloting is Complete.
  - c. Recess the meeting so the Election Committee can count Ballots.
  - d. The meeting will reconvene at 3 PM.
  - e. Google Meet recording is being stopped and Google Meet session is ending.
- 7) **Call to Order (3 PM)** – (Announce this meeting is being recorded via Google Meet).
- 8) SEPO Board Roll Call - Jim Kennedy, Tony Adams, Randy Davis, Tom Perrier, Frank Tewell, Scott Kronshage, and Tracy Wagner
- 9) Invocation and Pledge of Allegiance
- 10) Memorials – To those who have passed since the last Annual meeting.
- 11) Election Committee Chairperson (Beth Parrish)
  - a. Thank the Election Committee and introduce members.
  - b. Report election results –
    - i. Announce names of elected 2025 Board members.
- 12) Review and consideration of approving the meeting minutes as presented to the Board from the 2/10/25 Regular Meeting.
- 13) Reading of minutes of Annual Shareholders Meeting held February 20, 2024, and approved March 11, 2024. (*Motion to waive reading of minutes as they have been posted on the website this past year*)
- 14) Director's reports (Year End):
  - a. Scott Kronshage - Golf Course
  - b. Tony Adams - Common Grounds Area 1
  - c. Tom Perrier - Common Grounds Area 2
  - d. Frank Tewell - Common Grounds Area 3

- e. Tracy Wagner - Treasurer
- f. Jim Kennedy - President

15) Other Reports and Information

- a. Report from Architectural Control Committee
- b. Report from Neighborhood Watch Coordinator
- c. Report from Women's Club
- d. Other Club Reports and Event Announcements

16) Swearing-in ceremony of elected 2025 Board members. All 2025 elected Board members are sworn in and sign the 'Oath of Office' document.

17) Adjournment

- a. Motion & Vote to Adjourn
- b. Announce time of adjournment
- c. Stop Google Meet Recording
- d. Stop Google Meet Session

Valerie will be also posting this agenda outside her office, on the poolside door to Retzlaff Hall and by mailboxes, by 1 PM February 11, 2025.