

Sunshine Estates Property Owners, Inc. – Minutes of Residents’ and Directors Meeting

Tuesday, January 7, 2025 - “Hybrid” Meeting: Retzlaff Hall and Google Meet (video from Directors’ portion of Jan 7 uploaded:)

<https://video.wixstatic.com/video/2851bf_07cb4995f6ba43e595c567dd2e5c3198/1080p/mp4/file.mp4>

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* tape recording (no video) from Residents’ portion of Jan 7:

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Call to order: President, Jim Kennedy called the meeting to order at 1:00 P.M.

The Directors present at the meeting were: Jim Kennedy, Randy Davis, Tom Perrier, Frank Tewell, Tracy Wagner, Scott Kronshage and Tony Adams.

Meeting Notice and Agenda Document was made available to the community by the required date/time.

Pledge of Allegiance was recited.

New Business:

Nominating Committee Chairperson, Joanne Anderson, advised of 4 nominees for the upcoming election:

Pat Heinerikson, Gay Paxton, Tom Perrier, and Lisa Seiser

These nominees were validated by Secretary Davis.

President Kennedy asked for any nominations from the floor, three times. None were made.

Election Committee Chairperson Beth Parrish explained the upcoming election process (see attached).

There being no further business to come before the Board, on motion duly made, seconded and passed, the meeting adjourned at 1:15 p.m. Randy Davis, SEPO Board Secretary

Election Committee Tasks for 2025 SEPO Election

Report to Community @ “Residents & Directors” Mtg on Jan 7, 2025

Beth Parrish, Election Committee Chair, explained the voting procedures and progress.

I want to thank those who volunteered to work on the committee with me this year. We have a total of 10 at my last count. Some of them are even return helpers from last year. YAY

So far I have determined which owners need their Ballot Packets mailed to their AWAY address. Valerie has purchased the required envelopes and enough paper to print the documents you will find in the packets. The labels and all documents (minus the Board ballot and the BIODs) are printed. That allows us to start immediately after this meeting preparing the packets. The hope is to have this task completed tomorrow (Jan 8).

The envelopes you will be receiving are:

- Large orange: Addressed to Homeowner w/Return Address to SEPO.
 - Contains all other envelopes and documents you need to vote.
- #10 size white: Addressed to SEPO w/Return Address to Homeowner (no name)
 - This envelope has the ‘attendance’ Proxy printed on the back. **Please sign it so we can count you as part of the Quorum required to continue w/the election on Feb 18 @ 1 PM.**
 - *A quorum is defined as the majority of the votes of the homeowners who are signed in as present along with the signed ‘Attendance’ proxies on this envelope. This currently means: 306 times 51% = **156 Proxy Signatures on the back of the envelope + Homeowners signed in as Present at the meeting, are needed for a Quorum.***
- #9 size white: Says BALLOT across the front. This is where you place your ballot, seal it and put it in the #10 envelope. Then mail the #10 envelope back to SEPO in order for your vote to be counted on Feb 18 @ 1 PM.

Next Election Committee steps after the ballots are all prepared:

On Saturday, Jan 11 and Monday, Jan 13, from 10 AM to Noon each day, the committee will be in the **Library** handing out election packets to homeowners. Only an “owner” may pick up the materials. The owner must provide proof of identity and sign for the materials. The Election Committee will then co-sign to verify they were picked up. The current plan is - after noon on Jan 13, committee members will go door-to-door with any remaining packets to see how many more we can distribute before purchasing postage. Then we stamp the remaining packets and mail them, hopefully on Jan 14 but definitely before Jan 19.

There will be a "Meet & Greet" again this year on Jan 15 from 12 to 1 PM in **Retzlaff Hall** to provide the nominees with the opportunity to introduce themselves and for you to ask questions. The Women's Club will be providing free goodies during this session. I encourage you to attend this session prior to depositing your ballot in the locked ballot box, which will be in front of the SEPO Office.

* NOTE: This is the only place your ballots should be submitted.

Then I go on a cruise the first week of February!!!

The next big event is the required Annual Meeting on Feb 18. At 1 PM the Election Committee will determine if we have a Quorum. If yes, the meeting is suspended so the Election Committee can count ballots. The meeting resumes at 3 PM, at which time the election results are announced.

Any questions? Respectfully submitted, **Beth Parrish, 2025 SEPO Election Committee Chairperson**