

SUNSET SANDS COMMUNITY ASSOCIATION
 MINUTES OF THE BOARD MEETING
 MAY 21, 2011

PRESIDENT	Tom Andersen	665-2478	tom@sunsetsands.org
VICE PRESIDENT	Tammy McBane	503-771-6144	tammy@sunsetsands.org
SECRETARY	Becky Andersen	665-2478	becky@sunsetsands.org
TREASURER	Rene Cook	503-742-3163	rene@sunsetsands.org
MAINTENANCE	Kristi Rainey	665-2789	kristi@sunsetsands.org
DEVELOPMENT	Wayne Frye	665-2989	wayne@sunsetsands.org
ENVIRONMENTAL	Pam Reynolds	503-616-1249	pam@sunsetsands.org

PRESENT: Tom Andersen, Tammy McBane, Rene Cook, Becky Andersen Kristi Rainey

ABSENT: Pam Reynolds and Wayne Frye

MEMBERS PRESENT: Nine

REPORTS FROM THE DIRECTORS

MINUTES: The minutes of the previous meeting were distributed by hand to those attending the meeting. There was one correction. Evelyn Davis moved to accept the Minutes as presented. Tom Andersen seconded the motion. The motion carried unanimously.

TREASURER: Copies of the Report were distributed in hard copy to those present at the meeting. Rene Cook read the following report:

Checking Account

Balance as of 3/31/2011	\$ 37,984.57
<i>INCOME:</i>	
Members Dues	3,452.00
Clubhouse rental	125.00
Late Fee	500.00
Cleaning Deposit	150.00
Interest Income	<u>1.59</u>
Total Income:	\$ 4,228.59
 <i>EXPENSES:</i>	
Administration	\$ 1,226.96
Maintenance:	3,826.82
Utilities:	<u>701.19</u>
Total Expenses:	<u>\$ 5,754.97</u>
Balance as of 4/31/2011:	<u>\$ 36,458.19</u>

HOUSE ACCOUNT

Balance as of 3/31/2011	\$32,187.18
Income	827.53
Expenses	22.00
House Account Balance 4/30/2011	\$33,014.71
ACCOUNTS RECEIVABLE 4/30/2011	\$7,097.00
CONTRACT BALANCE 4/30/2011	\$15,481.88

Tammy McBane made a motion to accept the Treasurer's report subject to audit. Becky Andersen seconded and the motion carried unanimously.

MAINTENANCE: Kristi Rainey reported that Bob Thompson had completed the following:

- Regular rounds
- Picked up trash on roadways
- Check restrooms – clean on daily basis
- Cleaned clubhouse (three times per week)
- Regularly open clubhouse and gate for events
- Picnic table repair and repaint
- Sprayed weeds in park area
- Painted women's shower room
- Discovered problem with heat pump – covered under warranty (\$706 savings)
- Cleaned up downed tree on 222nd
- Fixed gate lock

Becky Andersen moved to accept the report, Tammy McBane seconded and the motion carried unanimously.

DEVELOPMENT: Tom Andersen reported for Wayne Frye the following:

- Pritchett: Property layout revision
- Huisman: 213th & Birch – permits for barn and RV cover
- Porter: 208th & Birch -Discussion only/3 bedroom, 2 bath house

Kristi Rainey moved to accept the report, Rene Cook seconded and the motion carried unanimously.

ENVIRONMENTAL: Pam Reynolds was absent and did not file a report.

CORRESPONDENCE

- Letter from Steve Wonser suggesting that certain members not be allowed to rent the clubhouse due to the damage they created over the past weekend.

OLD BUSINESS

Shower room towel holders: Kristy Rainey reported that she is waiting to hear back from the company rep. Rene Cook suggested informing the rep that we had been waiting two months and would like to hear back from them.

Shower timers: Bob Thompson reported that the timers were working fine. What helped more than anything were the signs made by Rene Cook reminding members to turn off the water when finished showering.

NEW BUSINESS

Card key system: A brief meeting was held on Friday the 20th (Tom Andersen, Becky Andersen, Rene Cook and Wayne Frye) to discuss the new system. Four contractors were contacted to place bids. Three of the contractors did just that. The final selection was North Beach Security and Alarm in Long Beach. NBS&A will install the system (including laptop), get all accounts online and provide training. The card reader is infrared and reads without inserting a card. Readers will be installed at the gate, clubhouse and both shower houses. The system is battery operated (with the exception of the gate, which has a battery backup) and remains working even though there is a power outage. The system has a data logger that keeps a record of all members using their keys. In the event there is damage or problem, the data can be tracked back to the member at the time of the problem. Also members who do not pay their dues can be locked out of the system until their dues are paid. The system costs less than \$10,000 and should be in place by the annual meeting.

Insurance: Rene Cook is currently working with Strand Insurance to obtain a quote for more suitable insurance at a better price.

Caretaker pay raise: By majority vote the caretaker was given a \$2 an hour raise beginning July 1, 2011.

Private party: Kristy Rainey reported that the party held last weekend resulted in damage to the clubhouse and grounds. Bob Thompson spent six hours cleaning the

clubhouse including working on stains in the carpet and power washing the front porch and the azaleas in the front of the clubhouse had been severely damaged. There were also helium balloons in the clubhouse, which are not permitted as they present a possible fire hazard. The member met with Rene Cook and admitted that they had done the damage to the azaleas. However, he did say they had done a thorough cleaning. It was decided that after a review of the tapes, a determination would be made as to whether or not the cleaning deposit would be refunded. The member is still liable for replacement of the shrubs.

At the special meeting of the Board, it was discussed that rental rates and cleaning deposits be raised. Perhaps this will encourage members to thoroughly clean after parties, etc. in order to get their deposit back.

Becky Andersen moved to adjourn the meeting; Tammy McBane seconded the motion, and the meeting was adjourned at 10:10 AM.

Respectfully submitted,

Becky Andersen
Secretary