

**SUNSET SANDS COMMUNITY ASSOCIATION**  
 MINUTES OF THE BOARD MEETING  
 MARCH 19, 2011

|                       |                |              |  |
|-----------------------|----------------|--------------|--|
| <b>PRESIDENT</b>      | Tom Andersen   | 665-2478     | <a href="mailto:tom@sunsetsands.org">tom@sunsetsands.org</a>       |
| <b>VICE PRESIDENT</b> | Tammy McBane   | 503-771-6144 | <a href="mailto:tammy@sunsetsands.org">tammy@sunsetsands.org</a>   |
| <b>SECRETARY</b>      | Becky Andersen | 665-2478     | <a href="mailto:becky@sunsetsands.org">becky@sunsetsands.org</a>   |
| <b>TREASURER</b>      | Rene Cook      | 503-742-3163 | <a href="mailto:rene@sunsetsands.org">rene@sunsetsands.org</a>     |
| <b>MAINTENANCE</b>    | Kristi Rainey  | 665-2789     | <a href="mailto:kristi@sunsetsands.org">kristi@sunsetsands.org</a> |
| <b>DEVELOPMENT</b>    | Wayne Frye     | 665-2989     | <a href="mailto:wayne@sunsetsands.org">wayne@sunsetsands.org</a>   |
| <b>ENVIRONMENTAL</b>  | Pam Reynolds   | 503-616-1249 | <a href="mailto:pam@sunsetsands.org">pam@sunsetsands.org</a>       |

**PRESENT:** Rene Cook, Becky Andersen, Kristi Rainey, and Pam Reynolds

**ABSENT:** Tom Andersen, Tammy McBane and Wayne Frye

**MEMBERS PRESENT:** 8

Secretary Becky Andersen called the meeting to order at 9:30 AM.

**REPORTS FROM THE DIRECTORS**

**MINUTES:** The minutes of the previous meeting were distributed by hand to those attending the meeting. There was one correction. Rene Cook moved to accept the Minutes as presented. Pam Reynolds 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 2/28/2011 \$ 40,882.67

*INCOME:*

|                  |         |
|------------------|---------|
| Members Dues     | 875.00  |
| Clubhouse rental | -100.00 |
| Late Fee         | 100.00  |
| Cleaning Deposit | 0.00    |
| Interest Income  | 3.50    |

Total Income: \$ 878.50

**EXPENSES:**

|                |           |
|----------------|-----------|
| Administration | \$ 963.78 |
| Maintenance:   | 2,546.17  |
| Utilities:     | 266.65    |

Total Expenses: \$ 5,643.29

Balance as of 3/31/2011: \$ 37,984.57

## HOUSE ACCOUNT

|                                 |             |
|---------------------------------|-------------|
| Balance as of 3/31/2011         | \$32,153.42 |
| Income                          | 0.00        |
| Expenses                        | 0.00        |
| House Account Balance 3/31/2011 | \$32,153.42 |
| Contract Balance 3/31/2011      | \$32,153.42 |
| ACCOUNTS RECEIVABLE 3/31/2011   | \$10,333.00 |
| CONTRACT BALANCE 3/31/2011      | \$15,809.55 |

Kristi Rainey made a motion to accept the Treasurer's report subject to audit. Pam Reynolds 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
- Worked on main gate locking mechanism several times; problems with member locked in park when gate would not open
- Repaired frozen pipe on Crane
- Cleaned up downed trees on Crane
- Brush pick up
- Burned brush pile
- A member was shocked while using the shower; Bob investigated and found the ground wire to be the problem and repaired it
- Fixed gutters
- Cleaned all clubhouse tables and chairs; repaired broken chairs

It was reported that members had used the clubhouse and failed to clean up after their "party". It was suggested that letters be written to the offenders and ask them to clean up in the future. (Our new card key system will identify the culprits and therefore, make it much easier to get letters out to them.)

Pam Reynolds moved to accept the report, Rene Cook seconded and the motion carried unanimously.

**DEVELOPMENT:** Wayne Frye reported the following: There were no calls or requests for the month.

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

**ENVIRONMENTAL:** Pam Reynolds had nothing to report. Pam would like to see what the budget would allow for new plantings/landscaping.

Becky Andersen moved to accept the report, Kristi Rainey seconded and the motion carried unanimously.

## **CORRESPONDENCE**

- E-mail dated from Carol Kellis regarding downed trees on Crane and requesting that the caretaker make regular rounds to check on such things. (Bob Thompson makes daily rounds and had cleared the downed trees.)

## **NEW BUSINESS**

### *Surveillance cameras:*

A suggestion was made to purchase game cameras to use for surveillance purposes in areas such as the card lock at the main gate and area where cars are driving through the park. This would help identify those responsible for damage and hold them accountable for repair or replacement. A new sign will need to be posted such as "Smile...you're on candid camera!".

### *Shower rooms towel holders:*

It was suggested by Kristi Rainey that new paper towel holders be purchased for the men's and women's shower houses. The old holders allow more than one towel at a time be dispensed (in some cases, that amounts to gobs of towels.) The new holders would be automated and dispense one towel at a time.

### *Shower timers:*

The shower timers need to be replaced. As it is, the old timers are set for 15 minutes of hot water. In several cases, the timer has become stuck when the user failed to turn it off manually and the hot water ran all night. Our electric bill has reflected a considerable increase due to this malfunction.

### *Tsunami information:*

Currently, the tsunami warning system is being upgraded. During the last alert, reverse 911 calls were placed. However, those with cell phones and no landlines did not receive the call. Cell phones can be added to the reverse 911-call list.

### *Problem properties:*

There are a few problem properties in Sunset Sands; i.e., the "junk yard" being accumulated on 224<sup>th</sup> and the Stovall property on 224<sup>th</sup> with the dumpster and old cars.

*Riding lawn mower:*

The riding lawn mowers are both past their prime and need more money to repair them than they are worth. The Board made the decision to buy Bob Thompson's riding mower, which is prime condition for \$800 (as opposed to a new rider which could run anywhere from \$3,000 to \$4,000.)

Becky Andersen moved to adjourn the meeting; Kristi Rainey seconded the motion, and the meeting was adjourned at 10:20 AM.

Respectfully submitted,

Becky Andersen  
Secretary