

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

PRESIDENT	Pam Reynolds	503-616-1249	pam@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	Don Haverkamp	206-552-3400	don@sunsetsands.org

PRESENT: Pam Reynolds, Becky Andersen, Rene Cook, Wayne Frye and Don Haverkamp

ABSENT: Tammy McBane and Kristi Rainey

MEMBERS PRESENT: Ten

President Pam Reynolds 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 were no corrections or additions. Don Haverkamp moved to accept the Minutes as presented. Wayne Frye 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

INCOME:

Clubhouse rental	50.00
Cleaning Deposit	300.00
House Contract Principal	2,117.20
Late Fee	75.00
Member Dues	375.00
Interest Income	<u>4.04</u>
Total Income:	\$ 804.01

EXPENSES:

Administration	\$ 145.00
Maintenance:	2,087.98
Tax, Business	2,175.74
Utilities and Business:	<u>382.94</u>
Total Expenses:	<u>\$ 4,791.66</u>
Net Income:	<u>\$ -3,987.65</u>

ASSETS

CURRENT ASSETS

Checking/Savings	39,956.98
House Account	25,101.88
SSCA Checking	<u>14,855.10</u>
Total Checking/Savings	\$39,956.98

Accounts Receivable	
Membership Dues	4,693.00
Other Income	<u>-32.00</u>
Total Accounts Receivable	\$ 4,661.00

Other Current Assets	
Payments Received	350.00

TOTAL CURRENT ASSETS \$44,967.98

Fixed Assets	
Capital Improvements	<u>21,744.99</u>
Total Fixed Assets	21,744.99

TOTAL ASSETS \$66,712.97

LIABILITIES & EQUITY

EQUITY

Opening Balance Equity	56,718.57
Retained Earnings	29,186.56
Net Income	<u>-19,192.16</u>

TOTAL EQUITY \$66,712.97

TOTAL LIABILITIES & EQUITY \$66,712.97

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

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

- Regular rounds
- Burned debris pile
- Trees cut at showerhouses
- Cut lawns on island
- Cleaned up downed trees at 224th
- Helped Don Haverkamp with work on old shop
- Repaired tractor tire (nail from BBQ roof construction)
- Replaced toilet seats in shower houses
- Brought TV back online – computer still needs some work

Becky Andersen moved to accept the report, Don Haverkamp seconded and the motion carried unanimously.

DEVELOPMENT: Wayne Frye reported the following:

- Stone: Lot clearing on 224th to take place next spring.
- The "tarp" house on 203rd has been cleaned up. There are still three stacks of construction material covered by blue tarps. (Bit of history: This particular house used to be located at the current site of *Taft Plumbing*. It used to be the Officers home of the Coast Guard.)
- The previous problem lot on 224th has been cleaned up.

Becky Andersen moved to accept the report, Rene Cook seconded and the motion carried unanimously.

ENVIRONMENTAL: Don Haverkamp provided the following report:

- Barbecue roof installation has been completed. The original bid was for \$2,195 and the final invoice was for \$2,596.
- The wishing well at the entrance to the park has been repaired.
- The storage shed on the north end of the property has been repaired.
- Moss out was applied to the shop roof.
- Earl Reynolds constructed a container for "dog poo" bags at the island. (Plastic grocery bags would be appreciated.)

Becky Andersen moved to accept the Environmental report. Rene Cook seconded the motion and it carried unanimously.

CORRESPONDENCE

- E-mails dating from 11/12 through 11/14/11 between Board members regarding dues' deadlines listed on the website (April 1st), re-activation fees for card keys; changing dues statement to follow the bylaws; and sending out dues statements separate from the newsletter.
- E-mail dated 11/2/11 from Wendy Manlow, First American Title Insurance Company requesting the homeowner's statement for Richard Huber as he was selling his property. Reply was forthwith.
- E-mail dated 10/21/11, from Robert Koskey complimenting and thanking Bob Thompson for the great job he is doing.
- E-mails dating 10/20 through 10/18/11, between Board members and an e-mail from a member regarding "neighbor" problems and loose dogs.

OLD BUSINESS

Dog Park:

The dog park has been cleaned up. A poo bag holder and dog waste container have been installed on the island as well.

Robert Hill Renters

A certified/return receipt letter was sent to Robert Hill regarding his renters on 212th Place. The letter was not picked up by Mr. Hill. However, the situation with the renters has improved a great deal and the Board agreed not to pursue it any further.

Halloween Party: The Halloween party was a great success. Thank you Tammy and Kristi for the *spooky* decorations. Great food – good time. Boo!

Party signage: It was suggested that we post a sign for upcoming events at the 227th and Birch entrance.

Christmas Party: The Christmas party will be held on December 17th commencing at 6:00 p.m. with a prime rib dinner. Please bring a complimentary side dish, appetizer, dessert or whatever strikes your fancy! There will be a *white elephant* exchange – please bring a wrapped gift for tons of fun.

NEW BUSINESS

Shower Buildings: The shower stalls will probably have to be replaced next year due to their poor condition.

Storage Sheds: Don Haverkamp posed a question to the membership: should SSCA offer the unused storage shed at the north end of the park for rent as a temporary, personal storage unit? Insurance would need to be notified. Those renting the space would also need to insure the contents, if they so choose. A member commented that security cameras would need to be installed at that location.

North Beach Security: Although the card key system has been in place for several months, there have been numerous and ongoing problems with Andrew (the owner and installer of the system.) Both Rene and Evelyn are extremely frustrated because Andrew has yet to train them in activating and deactivating cards. The computer still has problems with crashing. Rene has met face-to-face with Andrew and explained that we were not happy with his service. Andrew indicated that he had ordered an [adapter?] to prevent the computer from crashing. Evelyn and Rene have an appointment set with Andrew for December 5th to learn how to activate and reactivate cards.

Banking Signer Changes: Remove Tom Andersen as President and add Pam Reynolds.

Change Website Information: Change the website information regarding dues deadline to reflect more closely the By-laws:

"Annual dues are \$125 per year, per lot and are due January 1st with a grace period until January 31st. Key cards will be deactivated if your dues payments are not received by February 1st. A \$25 late fee will be added if payment is received after February 1st."

This wording will also be on the dues statements.

Motion: Rene Cook made a motion to change the information mentioned above on the website and this same information is on the dues statement sent to all members. Becky Andersen seconded the motion and it passed unanimously.

Motion: Rene Cook made a motion to charge a \$15 key-card reactivation fee, if a member chooses to reactivate their card. Becky Andersen seconded the motion and it carried unanimously.

Rene Cook also suggested that dues statements be sent out separate from the newsletter.

Motion: Becky Andersen made a motion that SSCA send the dues statements separate from the newsletter beginning December 1st of this year. Wayne Frye seconded the motion and it passed unanimously.

Problem Lots:

What can be done to clean up some of the "messier" lots. In the past, letters have been written requesting clean up. Other than that, there has been very little the Association can do to legally to get the lots cleaned up.

Property Tax Assessment:

The tax assessment for the Association was \$73,500 last year and this year is \$66,300.

Foreclosure Letter:

Gritzmacher property: The property is being sold for back taxes which amount to \$1,605.47. SSCA has a lien on this property. If the property is sold, SSCA does NOT get its back dues from the lien. Payment must be received on Thursday, December 8th. SSCA *could* pay one year of the taxes on the lot to keep it *tax book ownership*. By doing this, the Association could foreclose on the property. Presently, Ms. Gritzmacher owes the Association approximately \$575. The Association attorney would need to be involved during the foreclosure process. The initial outlay for the Association would be the back taxes and attorney fees.

Question: [Regarding tax foreclosure/Gritzmacher property] Don Haverkamp questions if SSCA can get ownership of the property versus foreclosure.

Answer: [Evelyn Davis] You can go to South Bend and *bid* on the property. This has been done by SSCA in the past. The attorney is involved only during the foreclosure process. In order to get any of our money back, we would need to file for foreclosure. When the property is sold, SSCA would then get back our \$825, plus the back taxes, etc. [Rene Cook] There is \$1,620 owing in taxes.

Motion: Becky Andersen made a motion that we investigate the foreclosure on the Gritzmacher property and that Sharon Bohan and Evelyn Davis would proceed. All agreed unanimously.

Becky Andersen moved to adjourn the meeting; Don Haverkamp seconded the motion, and the meeting was adjourned at 10:35 AM.

Respectfully submitted,

Becky Andersen
Secretary