

**SUNSET SANDS COMMUNITY
ASSOCIATION
BOARD MEETING MINUTES
SEPTEMBER 15, 2012**

BOARD MEMBERS

<u>PRESIDENT</u>	<u>THOMAS MANNING</u>	<u>360-665-0084</u>
<u>VICE PRESIDENT</u>	<u>PAM REYNOLDS</u>	<u>503-616-1249</u>
<u>SECRETARY</u>	<u>SHERON HUISMAN</u>	<u>360.665-0710</u>
<u>TREASURER</u>	<u>SHERON HUISMAN</u>	<u>360-665-0710</u>
<u>MAINTENANCE</u>	<u>BILL HUISMAN</u>	<u>360-665-0710</u>
<u>DEVELOPMENT</u>	<u>WAYNE FRYE</u>	<u>360-665-2989</u>
<u>ENVIROMENTAL</u>	<u>ROGER TAYLOR</u>	<u>503-780-3837</u>

PRESENT: Tom Manning, Pam Reynolds, Sheron Huisman, Bill Huisman, and Wayne Frye.

President Tom Manning welcomed the members and called the meeting to order AT 9:30 a.m. Tom asked for members comments. A comment was made that people are driving much too fast. Maybe we can get a Speed reader or something. We will check.

Treasurer's report is attached. The new budget was presented to the membership. The new items were the landscaping contractor & the janitorial service that have been hired. All wages & employment taxes have been eliminated. The majic jack will be installed today & should save a lot of money. The house account will be paid back at least \$2500. We should be in the black by the end of this budget term. We are getting quotes on our insurance to see if we can reduce that expense. The fuel bill will be reduced by the use of mileage reports & reimbursement. Tom thanked the budget review committee for their help in reducing expenses. The budget takes us from \$5000 in the red to \$12000 in the black. The new budget was unanimously approved as was the treasurer's report.

Secretary gets calls about neighbor disputes. They have been told to call the police & make a report & submit it to the board. At that point we can write a letter and have a hearing. I have not received any more complaints. The minutes were approved.

Maintenance report: The towel dispensers have been replaced in the outside restrooms. The dispensers in the clubhouse will remain until we use the towels we have. Then they will be replaced also. We will replace the seals in the tractor next week. Roger & Bill have been tag-teaming things. Since Bob is no longer here, we are doing a daily walk-thru to keep track of things. We are getting estimates on the roof & playground equipment so we have a better idea going forward. We are keeping the tractor for now to get us thru the stormy season and then we may sell it and buy a used John Deere. The burn pile will be burned as soon as the ban is over. The report was unanimously approved.

Development report: As of this last month, no new proposals. There is not a whole lot going on. Doug Stone has three lots & is putting in a double garage & septic on 224 & Birch. Everything is okay as he has the permits & approval that was needed. I will not be here for the next meeting. The report was unanimously approved.

Environmental Report: There was trash in the road. THANKS TO FRANK, it was picked up right away.

There was discussion on what to do with wood when trees do come down. Someone suggested selling it. Bill Huisman said that if trees come down on the road they will clear one lane and the wood was there for whomever wanted it. They would cut it up and supply it to those who need it. Jan Taylor said that Roger would be glad to cut wood for anyone who needed help. He just needs to know the size of their stove to cut it the right length and name & address.

Pam presented awards of appreciation to Bob Thompson and Kristi Rainey for their service. She also presented a special appreciation award to Frank Hughes for his outstanding clean-up patrol. He takes his power chair out every day and patrols and cleans up the trash that is thrown out of cars & trucks. If you do that, SHAME is on you! His love for his community is very much appreciated. PLEASE SLOW DOWN & WATCH OUT FOR HIM ON THE ROAD!

OLD Business: We have adopted the budget. We did cancel the Dish Network. The magic Jack is being installed today. Our insurance review should be in the next 10 days. We have a lawn contractor and we have the option to cancel if not done to our satisfaction. This person has several jobs on the peninsula & was highly recommended. We also reviewed the cleaning contractors and have hired one. The enforcement policy we are still working on. Hopefully by the next meeting we will have a draft to share. We have to get it to the attorney for legal issues. Most of the items are listed in our covenants & articles of incorporated.

NEW Business: We have changed some of the jobs on the board, please see above and we need a secretary. The emergency response team needs to know the families that need help. Also we need to know the people that are on breathing machines, etc. in case of power outage so we can get them power from a generator or something. We have a cake and coffee, pop & water to honor Bob, Kristi & Frank.

We have a new member: Ron Knecht. He said he rides his bike a lot & we will hear him coming before we see him. One dog is pulling his bike and barking and the other is a barking passenger. We certainly welcome his whole family!

The meeting was adjourned.

Sunset Sands Community Association

2012-2013 Budget

June 2012 – May 2013

Cash Basis

		<u>June 12 – May 13</u>
Income		
Club House Rental	1,200.00
Interest Inc	40.32
Late Fee Estimate	960.00
Member Dues	51,750.00 (414 Lots x \$125)
Other Income	80.00
Total Income		54,030.32
Unpaid Dues – Bad Debt Loss	1,500.00 (12 Lots x \$125)
Expense		
Administration		
Advertising	102.00
Mileage Reimbursement	400.00 (Non-Maintenance)
Insurance, Bus	4,500.00
Legal Professional	750.00
License and Fees	10.00
Miscellaneous, Bus	310.00
Office Supplies	375.00
Postage	900.00
Printing & Reproduction	600.00
Repairs	100.00
Total Administration		8,047.00
Operations		
Care Taker Wages	6486.66
Licenses & Permits	10.00
Lawn Care Contractor	3520.00
Cleaning Service	3146.00
Total Operations		13162.66
Maintenance		
Equipment00
Equipment Purchase	600.00
Fuel Gas/Diesel	500.00
Materials	500.00
Rent al Equip	200.00
Service & Parts	750.00
Supplies	2,750.00
Tools	300.00
Total Maintenance		5,600.00
Tax Liabilities		
Tax, Business	300.00
1120	56.00
940	47.00
941	2,622.52
Property	1,800.00
State Employment	1,388.77
Total Tax Business		6,214.29
Utilities, Bus		
Telephone	500.00 (Magic Jack+ 60.00 +29.00 +380.00 Intnet)
Garbage & Recycling	322.00
Gas & Electric	2,700.00
Satellite TV Service00
Telephone, Bus00
Water	570.00
Total Utilities		4,092.00
Total Expense		38,615.95
Pay Back House Account		-2,500.00
Net Income Reserve Account		12,914.37

Jerry Moten
Bob Second

7:36 PM
10/19/12
Cash Basis

Sunset Sands Community Association
Profit & Loss
September 2012

	<u>Sep 12</u>
Income	
Key Deposit	25.00
Total Income	<u>25.00</u>
Expense	
Administration	
Insurance, Bus	449.62
Legal-Prof Fees	60.00
Postage	-22.24
Total Administration	<u>487.38</u>
Care Taker Wages	-377.44
Cleaning Service	237.16
Maintenance	
Equipment purchase	-50.00
Service & Parts	157.34
Supplies	188.72
Maintenance - Other	606.38
Total Maintenance	<u>902.44</u>
Utilities	
Telephone	335.04
Total Utilities	<u>335.04</u>
Utilities, Bus	
Garbage & Recycli...	33.87
Water	50.68
Total Utilities, Bus	<u>84.55</u>
Total Expense	<u>1,669.13</u>
Net Income	<u><u>-1,644.13</u></u>