

**SUNSET SANDS COMMUNITY ASSOCIATION**  
**BOARD MEETING MINUTES**  
**October 19, 2013**

**BOARD MEMBERS**

<u>PRESIDENT</u>	<u>THOMAS MANNING</u>	<u>360-665-0084</u>
<u>VICE PRESIDENT</u>	<u>JAN TAYLOR</u>	<u>503-543-3934</u>
<u>SECRETARY</u>	<u>TANYA HOFFMANN</u>	<u>503-314-9570</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, Jan Taylor, Tanya Hoffmann, Sheron Huisman, Bill Huisman, Wayne Frye, Roger Taylor

**Welcome:** President, Tom Manning welcomed the members and called the meeting to order at 9:30 a.m.

**MEMBER COMMENTS:** A member would like the address to make concerns about road condition put on the website. A neighbor to the park who is not a member of Sunset Sands would like an insurance waiver for people using the walk-thru gate (he feels people are partly on his property). He doesn't want to be held liable if anyone is injured while walking thru the gate. He would also like to be able to have input for awareness of any changes around his property, because there are drainage issues. He also feels that there is infringement of private property along the nature trail.

A member feels the nature trail should be an on-leash area only due to the coyote issues we're having.

**September Minutes:** A motion to accept the September minutes was made by Tanya Hoffmann and 2<sup>nd</sup> by Roger Taylor, no further discussion, motion passed.

**President's Report: Tom Manning**

Tom Manning indicated that all members need to carry their key card with them when visiting the club house or park. Renters don't have their own key card, they need to go through the owners to get a key card and the owners are responsible for the renter's actions.

We will be updating the By-Laws.

A motion to accept the President's Report was made by Bill Huisman and 2<sup>nd</sup> by Roger Taylor, no further discussion, motion passed.

**Vice Presidents Comments: Jan Taylor**

Jan Taylor has turned all the new membership information over to Sheron Huisman for the dues billing notices.

We have our first draft of the Club House brochure for Fun Beach.

A motion to accept the Vice President's Report was made by Tanya Hoffmann and 2<sup>nd</sup> by Roger Taylor, no further discussion, motion passed.

**Treasurer's Report: Sheron Huisman**

The profit and loss statement is changing, we are going to a non-profit basis. Our attorney has recommended changing from a fiscal year to a calendar year for simplicity. This is a proposal only.

Invoices for dues have been mailed out. Foreclosure notices have also been sent out. Out of the 6 properties up for foreclosure, 3 have paid and 3 have not. The foreclosures and liens will be sent to the attorney on October 25th if not paid in full.

Sheron gave an early reminder about up-coming dues. Dues notices have been sent out and all dues are due by January 31, 2014. Dues are late effective February 1, 2014.

The September Profit & Loss summary is below.

**Income**

Member's Dues	\$	125.00
Club House Rental	\$	0.00
Interest	\$	1.66
Other Income	\$	0.00
Late Fee	\$	<u>25.00</u>
Total	\$	151.66

Total Income \$ 151.66

**Expenses**

Administrative

Legal/Prof Fees	\$	0.00
Printing & Reproduction	\$	<u>0.00</u>
Total	\$	0.00

Maintenance

Cleaning Service	\$	198.00
Maintenance Materials	\$	4.48
Maintenance Supplies	\$	<u>134.25</u>
Total	\$	138.73

Utilities, Business

Telephone	\$	0.00
Garbage	\$	18.39
Gas & Electric	\$	128.04
Water	\$	<u>112.00</u>
Total	\$	258.43

Total Expenses \$ 595.16  
**Net Income \$ -443.50**

A motion to accept the Treasurer's Report was made by Bill Huisman and 2<sup>nd</sup> by Roger Taylor, no further discussion, motion passed.

**Secretary Comments: Tanya Hoffmann**

Nothing new to report, still working on the website keeping everything up to date. If you ever notice any incorrect information, please let Tanya know. Check the website often to see what's happening in Sunset Sands. The website address is: [www.sunsetsands.net](http://www.sunsetsands.net) check it out. If

you would like anything added, please email [Tanya@sunsetsands.net](mailto:Tanya@sunsetsands.net) if you would like to submit any of your favorite pictures of Sunset Sands or the surrounding area/activities, they can be posted to our gallery page.

A motion to accept the Secretary's Report was made by Jan Taylor and 2<sup>nd</sup> by Sheron Huisman, no further discussion, motion passed.

**Maintenance Report: Bill Huisman**

The grass has been mowed three times this last month and the burn pile has been burned. We are getting bids on the Club House roof with a stone chimney (Roger is donating the stone). The back deck is being rebuilt due to some dry rot, when the back deck is finished the front deck will be started. We will start clearing the roadway to the park next week. The logger is still on for November.

A motion to accept the Maintenance Report was made by Tanya Hoffmann and 2<sup>nd</sup> by Roger Taylor, no further discussion, motion passed.

**Development Report: Wayne Frye**

Nothing new to report this month.

Pam Reynolds with the Architectural Committee reported that they have started the lot reviews. One team member has finished and the other two members are still working on theirs.

Tom Manning stated that once letters have gone out we will start having special Wednesday night meetings for property owners.

Roger Taylor made a motion to accept the maintenance report, Bill Huisman 2<sup>nd</sup>, no further discussion, motion passed.

**Environmental Report: Roger Taylor**

Roger Taylor and/or Bill Huisman will be stripping the brush away from the roadway in the Park area starting next week. Gary Dufour will be helping with the clean-up of the brush.

Get your damaged tree waivers into Roger or Bill by November 5<sup>th</sup>. They will be meeting with the logger this week to set up a date to start logging. Looking into purchasing a commercial chipper for clean-up and possibly selling the chips.

Roger said they will be spraying around the mailboxes and the utility company will spray again in the Spring. They will also be mowing the grass this winter down into the lake. Spraying the county roads won't happen till next spring.

A question was asked about speed bumps in the road? It has been looked into and it would take years for that to happen.

Roger would like to Thank Ron and Don for their volunteer work they have been providing.

A motion to accept the Environmental Report was made by Jan Taylor and 2<sup>nd</sup> by Tanya Hoffmann, no further discussion, motion passed.

**Old Business:**

Updating the By-Laws will be brought to the membership and voted on at the annual meeting.

**New Business:**

Special Board Meetings – This is to notify our membership that the Board of Directors has set aside 1 day a week, every Wednesday from 6:00 PM – 9:00 PM if needed. It will be posted at the clubhouse when in session.

Need volunteers for the Christmas Committee, Pam Reynolds will chair the committee and decorations go up the week after Thanksgiving. If you're interested in volunteering, contact Pam Reynolds.

**Member Comments:**

No member comments.

Meeting was adjourned at 10:35 a.m.

Next meeting is November 16, 2013, 9:30 AM

After the meeting was adjourned, we had a Guest Speaker, R.D. Williams from North Beach Water.

In brief, Mr. Williams stated that N. Beach Water has an A+ rating and is receiving a levy bond at 3% interest over 20 years. They are looking at installing an 8" Pitless Booster Pump at 227<sup>th</sup> and Birch within the next year. This would increase water flow for Sunset Sands.

Water rates are set-up good, N. Beach Water is one of the best financed districts in Washington. A question was asked about reducing the cost of the meter service. Mr. Williams response was, "It is a Ready to Serve System which means they don't know how often people use the water system, so they have to be prepared at all times."