

**SUNSET SANDS COMMUNITY ASSOCIATION**  
**BOARD MEETING MINUTES**  
**July 13, 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 9:32 a.m.

**MEMBER COMMENTS:** Member comments: Everything is looking great! 25mph campaign signs were put up, some have been taken down and a few are still up. Ron Knecht called to request a radar to be put up and it was brought out the next day for the weekend. A member asked if there was anything that could be done about fireworks going off in Sunset Sands. Tom Manning indicated that it is not against the law in Washington. If someone is using illegal fireworks call the police, if it's dangerous call the fire department.

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

**President's Report: Tom Manning**

We got our Enforcement and Fine Policy Notice Letter back, we will put a form on the website for members to use to report violations or potential violations or problems in the association, complete the form and turn them into the Architectural Committee to review. Twice a year the committee will go out and look at the properties and greenbelts, they will fill out forms also. As forms come in, the committee will check out the potential violations. Wayne Frye is the Senior Chairman, Pam Reynolds is the Chairperson, Butch Mullenix and Ron Knecht have volunteered.

A motion was made to accept the Presidents' Report, no further discussion, motion passed.

**Vice Presidents Report: Jan Taylor**

Tom Manning, President made a motion to accept Jan Taylor into the VP position. Bill Huisman 2<sup>nd</sup> the motion

Jan indicated she is getting up to speed on everything and will continue where Pam left off in obtaining a current list of who lives where.

Tanya Hoffmann made a motion to accept the Vice Presidents' Report, Roger Taylor 2<sup>nd</sup>, no further discussion, motion passed.

### Treasurer's Report: Sheron Huisman

The June Profit & Loss summary is below if you didn't pick one up.

#### Income

Member's Dues	\$	0.00
Club House Rental	\$	25.00
Late Fee	\$	<u>0.00</u>
Total	\$	25.00

Total Income \$ 25.00

#### Expenses

##### Administrative

BBQ	\$	107.75
Legal - Prof Fees	\$	12.50
Printing & Reproduction	\$	<u>0.00</u>
Total	\$	120.25

##### Maintenance

Cleaning Service	\$	264.00
Equipment Rental	\$	161.70
Yard Service	\$	3,095.03
Materials	\$	<u>221.86</u>
Total	\$	3,478.59

##### Utilities, Business

Telephone	\$	0.00
Garbage	\$	19.39
Gas & Electric	\$	112.72
Water	\$	<u>0.00</u>
Total	\$	132.11

Total Expenses \$ 3,994.95  
**Net Income \$ - 3,969.95**

Member Comments: A member would still like to see the Budget to Actuals for 2012-2013. Sheron Huisman, Treasurer will bring them to the next meeting. Additional comments on the difference between the asset totals for May 2012 - \$90,000, June 2013 - 65,000 & June 2013 - \$72,000. They seem to be all over the board. Sheron indicated the audit would have to cover that answer.

Sheron Huisman and Jan Taylor spent several hours with the tax accountant who was working on an accrual basis instead of cash basis, so corrections were made. The accountant indicated he doesn't do audits a CPA is the only person that does audits. We will be contacting a CPA for an actual audit. The Board will be hiring a new accountant after the current term is over.

Tanya Hoffmann made a motion to accept the Treasurer's Report, Roger Taylor 2<sup>nd</sup>, no further discussion, motion passed.

### Secretary Report: Tanya Hoffmann

I am still fine tuning the website. Upcoming events will be posted on the home page. Check back 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. I will be adding pictures of the new nature trail.

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

**Maintenance Report: Bill Huisman**

Bill Huisman, Ron Knecht and Roger Taylor have made a lot of progress on the nature trail in the past 3 weeks. The trail is about 1 mile long from the gate to the first loop, the second loop is a figure 8 and is about 4/10 of a mile. Only 2 trees were removed to make the trail and it has 4-5 inches of chips on the trail. The trail is dog friendly, so bring your pets. We have gotten lots of comments from visitors saying the trail is awesome.

We are also taking ideas for naming the trail, so send your suggestions to one of the Board Members.

We still need **VOLUNTEERS**, there is still a lot that needs to be done. Don't forget for every 4 hours you volunteer, your name goes into the pot for the drawing for the picnic table that will be given away at the annual meeting in 2014. The picnic table is on display in the clubhouse.

We have looked into changing the locks on the clubhouse and restrooms since we are having a lot of trouble with them. The quote we got is \$800.00 each and they only last about 3 years. We will continue looking at other options.

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

**Development Report: Wayne Frye**

On the 206<sup>th</sup> block of Birch, septic is in and they are proposing a house.

Verizon Cell Tower on 227<sup>th</sup> should be in by the end of the year. There is a tower that will be operational by August at Pacific Ave and Cranberry.

We have had more questions about the property on 207<sup>th</sup> and Crane, regarding the gate and septic.

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**

The County came out and sprayed, they won't come back out for 5 years so we have to do preventative maintenance. We will be using Crossbow to get rid of the blackberries and miscellaneous weeds.

The basketball court will be painted for hop scotch and 4 square to utilize the court cement more for the kids.

The climbing rose bushes around the clubhouse will be removed and new roses (non-climbing) will be planted.

We need volunteers to help repair the BBQ pit and roof maintenance, also adding a park bench to the nature trail.

Loomis Lake clean up still needs to be pursued. The President of Tides West wants to work with us on cleaning the weeds out of the lake.

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

**Old Business:**

Removal of hazardous trees along the Greenbelts and Private property. The logger will take the height of the highest tree and multiply it by 1.5 and the result is the distance he will go into the property for the removal of trees. (Example: highest tree is 50 feet high, the logger will go into the property up to 75 feet.) The logger has the final say on whether it is safe to remove a tree or not.

We will set up burning days this fall so the community can bring the scrap (debris) branches down to the clubhouse to be burned. The fire department likes the fact that we have a community burn area. They have approved the location.

If you have a new address or email address, send the updates to Sheron Huisman or Tanya Hoffmann.

**New Business:**

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

**Member Comments:**

North Beach Water is showing up as Pacific Co. T Util on some bank statement now.

Meeting was adjourned at 10:39 a.m.

Next Meeting: Saturday, August 17, 2013