

Sunset Ridge Homeowners Association
BOARD MINUTES
October 18, 2006

Board members present:

- Kathy Meikle, President and Clubhouse • Andrea Jones, Vice President
- Frieda Flint, Secretary, Website Committee, and Welcome Committee • Jennifer Meuljic, ACC
- Julie Miller, Parks and Trails • Scott Johnson, Treasurer

Non-Board member present:

- Andy Beck, Co-Clubhouse Manager
- Chris Barber, Invest West
- Shannon Skalman, Invest West

Homeowners present:

None

1. The meeting was called to order at 6:35 p.m.

2. Homeowner Concerns: There was a request to put heaters in the clubhouse bathrooms

3. Approval of Minutes: *Julie Miller moved that the September 20, 2006 minutes be approved. Andrea Jones seconded. Motion passed.*

4. Officer and Committee Reports

A. President's report: Kathy Meikle

Kathy received a letter from Invest West, the management company, stating that it had incorporated as an LLC.

B. Treasurer's Report – Scott Johnson

Scott reported that the Operating Account has \$40,000 and the Reserve Account has \$50,000. Collections have resulted in a net reduction in receivables of \$3,000. Scott reported that the reserve study needs to be updated to include assets in the community such as equipment in the Clubhouse, the new playground equipment, and the park benches. Scott to get together with Katie and Andy.

C. Architectural Control Committee (ACC) Report – Jennifer Meuljic

Jennifer indicates that one recent request has been approved. Jennifer discussed the idea of having a garden club. We will poll for interest via the newsletter.

D. Clubhouse / Pool – Kathy Meikle and Andy Beck

- The new chlorinator has been installed, and with much effort by Andy, is working.
- The treadmills are malfunctioning; Katie seeking solutions.
- Katie and Andy are in the final stages of selecting a contractor to paint the interior of the clubhouse based on the criteria discussed at last month's meeting. Exterior painting will have to wait until good weather returns.

E. Parks and Trails – Julie Miller

- There are issues with the K Street trail. Youngsters are riding bikes and splattering gravel. Julie working with J's to come up with a solution.
- Trees around the top lot have dead branches. J's to evaluate in the spring to see what needs to be done.

- Sprinklers being turned down in common areas; J's not wanting to turn them off totally until rains are more consistent.

F. Newsletter – Andy Beck

Kathy requested that each committee head write a brief status report for inclusion in the next newsletter. This information should be given to Andy by 11/10. Andy is to get the newsletter to Invest West by 11/15. Chris and Shannon stated that Invest West could then get the newsletter out by 11/17 so that homeowners will have it well before the holiday party on 12/2. Note: Interested parties should send their newsletter articles to Andy Beck. [Note – to submit material for the newsletter, e-mail Andy at newsletter@washougalsunset.org.]

G. Special Events

- Kathy asked about getting a placard (or 2) out to advertise our upcoming events. Andy said he would get the placard from Ayelen and put it in front of the clubhouse to announce events such as the Halloween party. There was discussion about Andy or Katie purchasing another placard to put up in Phase 4.
- The Halloween party will be on Sunday, 10/29, from 3 to 5 p.m., for kids 0 to 10. There will be cookie decorating, punch, games, and of course, candy!
- The annual Sunset Ridge holiday party will be held on Saturday, December 2 from 5:30 to 8:30 at the clubhouse.

H. Website Committee – Frieda Flint

Keep looking at the website for new additions. Visit us at www.washougalsunset.org.

I. Welcome Committee – Frieda Flint.

The Welcome Committee is active and thriving, greeting new homeowners in Sunset Ridge. Tandra of Invest West is notifying Frieda of new homeowners. We are also greeting renters, if we know who they are. If readers know of any new folks who have arrived in our community, please contact Frieda at welcome@washougalsunset.org.

J. Neighborhood Watch Committee – Kurt Wilkinson No report.

5. Old Business

- a. The Action Item List was reviewed and updated.
- b. Other old business: Frieda presented a draft of a new fine resolution to address repeated violations, especially those related to landscaping and lawns. After discussion, the resolution will be further modified, brought to the board, and then sent out for comment.

6. New Business

- a. Kathy discussed the need for the board to have a mission statement. The mission statement has a purpose, the means to achieve the purpose, and the end desired. Kathy will be e-mailing the mission to the board for comment.
- b. Invest West has official copies of our documents, minutes, and resolutions. Andrea Jones agreed to maintain a copy of all of these documents in a safe place in the clubhouse. IW said they would send copies of all past resolutions Andrea for our records.
- c. *At 8:14, Andrea Jones moved that the board go into Executive Session to discuss a recent fine appeal, communication, and the current inspection and fine process used by Invest West and the board. Jennifer Meuljic seconded. Motion passed.*
- d. *At 8:38, the board returned to regular session. Andrea Jones moved that we reverse the fine for the homeowner discussed during Executive Session. Jennifer Meuljic seconded. Motion passed.*
- e. Regarding fine appeals, Invest West and the board agreed to follow the process outlined by Frieda Flint in a recent e-mail to streamline how homeowner fine appeals are managed, so that appeals are handled quickly, effectively, and with fairness.

7. Adjournment. The meeting adjourned at 8:39 p.m.