

***Sunset Ridge Homeowners Association
Special Board Meeting Minutes
March 14, 2007***

Board members present:

- Kathy Meikle, outgoing President and Clubhouse Chair
- Andrea Jones, Vice President
- Frieda Flint, Secretary, Website Committee, and Welcome Committee
- Julie Miller, outgoing Parks and Trails Chair
- Jennifer Meuljic

As well as newly elected members

- Bob Hart
- Greg Schwerdt
- Silvia Calvo

Non-Board member present:

- Ayelén Pickett

1. The meeting was called to order at 7:54 p.m.

2. The main order of business was the transfer of responsibilities after the 2/21 HOA election and a celebration of the work of the board and the outgoing board members, Kathy Meikle and Julie Miller.

The new board's officer positions are as follows:

- Andrea Jones – President
- Greg Schwerdt – Vice President
- Frieda Flint – remains Secretary
- Scott Johnson – remains Treasurer

Committee chair positions are as follows:

- Bob Hart – Parks & Trails Chair
- Jennifer Meuljic – remains ACC Chair
- Kathy Meikle, although no longer on the board, will remain the Clubhouse Chair
- Silvia Calvo agreed to take on the Special Events Chair
- Frieda Flint is still Welcome Committee and Website Chair/Webmaster

3. Special Events – Easter Egg Hunt and Summer Community Garage Sale

Silvia, Jennifer, Julie, and Ayelén will be working with Katie Merritt at the Clubhouse to make sure the Easter Egg hunt will happen. Each one is taking part of the load of flyer development, door-to-door distribution, and event creation. Silvia also has a list of those who volunteered to be part of Special Events at the Annual Meeting in February. Hopefully, some of these individuals can help. The hunt will occur on Saturday, April 7 at the Clubhouse. This will be discussed more at the March 21 meeting.

The group also discussed the summer garage sale, traditionally held the 2nd weekend in June, which we hope to plan for very early and advertise via the website, newsletter, *Post Record*, *Columbian*, and *Oregonian*.

Everyone agreed that we should put together an annual calendar to make sure we plan early for all events. We will start work on this at the 3/21 meeting.

4. Agendas – Bob would like to see us spark interest in the monthly board meetings by publicizing specifics of the business to be handled at the upcoming meetings. It was agreed that everyone would get agenda items at the latest to Frieda a week and a half before the meeting so the agenda can be published on the website and at the Clubhouse.

5. Other Topics –

- Kathy discussed the inspection report received from Invest West. Chris Barber to investigate to see if letters sent. If not, we will discuss a rebate.
- Kathy brought up the idea of a 10% quorum for the annual meeting. 10% is a statistically valid percentage.
- Kathy requested PLH assistance in paying for playground equipment below the clubhouse. The equipment PLH installed was not up to code, and replacement equipment is expensive. Plus, the only open space in Ph. 6 is an unusable slope. Olivia of PLH indicated she would discuss the matter with the president of PLH.
- The Clubhouse gathering room is being requested for events on a regular basis. Homeowners are having to request the clubhouse well in advance to book their parties and other events.
- Bob agreed to be the key contact with the City of Washougal. He will investigate who homeowners should contact for specific topics, and we will publish the information on the website, at the Clubhouse, in the newsletter, etc.
- PLH agreed to attend our March 21 meeting to discuss renter issues. We need to be able to identify when there are renters so they can be aware of the community rules. Greg agreed to distribute CC&Rs to the homes thus identified.
- Christmas lights are still up on some homes. We need to finalize the Resolution that was forwarded by Shannon of IW.
- Frieda agreed to make the required changes to the website and other documents regarding the new board contact/e-mail info.

6. Adjournment. The meeting adjourned at 9 p.m.