

## *Sunset Ridge Homeowners Association* **Regular Board Meeting Minutes** *March 21, 2007*

### **Board members present:**

- Andrea Jones, President
- Greg Schwerdt, Vice President
- Frieda Flint, Secretary, Website Committee, and Welcome Committee
- Bob Hart, Parks and Trails
- Silvia Calvo, Special Events
- Jennifer Meuljic, ACC

### **Non-Board member present:**

- Katie Merritt, Co-Clubhouse Manager
- Kathy Meikle, Clubhouse Chair
- Julie Miller
- Madelyn Skaug
- Henry Gerhard
- Ross Villeagus
- Olivia – Pacific Lifestyles

### **1. The meeting was called to order at 6:34 p.m.**

**2. Pacific Lifestyles:** Request/proposal that PLH help with playground equipment or repairs to the clubhouse (closet on 1<sup>st</sup> floor; pool area ventilation.) Olivia to discuss with PLH and get back to us within a couple of weeks. Bob Hart to contact Heather at PLH and identify procedures used to inform renters of PLH owned SR properties about CC&Rs, other rules, fines, etc. with the idea of enhancing coordination.

### **3. Homeowner Concerns:** None.

**4. Approval of Minutes:** *Frieda Flint moved that the January 17, 2007 regular meeting minutes and the March 14, 2007 special meeting minutes be approved. Bob Hart seconded. Motion passed.*

### **5. Officer and Committee Reports**

#### **A. President's report – Andrea Jones:**

Andrea introduced the board members and their current positions (see above). She also reported that Scott Johnson, our wonderful Treasurer for the last year, will be resigning. We are hoping to get someone with accounting/CPA expertise to volunteer for this position.

#### **B. Treasurer's Report**

Chris Barber of Invest West reported that we have about \$45,000 in reserve funds and \$47,000 in the operating account.

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

Currently one ACC request – approved. The plastic shed matter was also discussed. Greg Schwerdt offered to assist Jennifer on the committee when request season gets busy.

#### **D. Clubhouse / Pool – Katie Merritt**

- There are new lights in the game room. The outside of the building has been pressure washed in preparation for the new paint job and outside repairs. Shelves and heaters have been installed in the shower rooms downstairs. Repairs from the inspection report are nearly done. We have a bid for fixing the dry rot, flashings, and other items. Katie is to get a window washer. The drainage problem has been fixed and is guaranteed by the company that did it.
- Reservations are coming in fast and furious. We discussed a system for assuring the community knows what is available. No final decision was made. Katie reported that the best way to reserve the gathering room is to call or e-mail.

- The Easter Egg Hunt was discussed. It will start at 2 p.m. sharp and last until the eggs are found (very quickly) on Saturday, April 7. Jennifer is getting copies made of the flyer; Julie Miller is following up on someone to hand deliver the notices; Frieda will make sure a notice gets put on the website and in the website calendar.

#### **E. Parks and Trails – Bob Hart**

- Bob installed a lock for the gates to the retention pond on L Street. He will make sure that J's and the City both have the access code.
- There will be a sign about no trespassing in the pond area. Bob will give Katie the verbiage for the sign and Katie will have the sign made.
- Chris Barber will contact an organization he knows of and get the pond cleaned out ASAP. Bob will give Chris the access code.
- Bob to talk with J's about making sure the blackberries are cut off the trails, and that dead limbs/trees on top lot are handled/replaced.
- Bob will also follow up with the arborist about tree conditions on the trail, including information about the potential impact of ivy on the large tree behind 5428 J Street.

#### **F. Newsletter –**

- Items to be covered in next newsletter:
  - Standards for yards in the development.
  - No dumping in wetlands or on trails
  - Picking up dog waste.
  - Who to call with issues/problems (Bob developing this; idea to include card or magnet with info on it in the newsletter).
  - New board members.
  - Rental of the clubhouse.
  - Judy Saleg as new staff from IW.
  - Spring projects and ACC.
  - Garage sale.
  - Hazardous household wastes – batteries, paint, antifreeze, etc. can be disposed of at Phillips Services Corp., 625 32<sup>nd</sup>, 835-8594 on the first Tuesday of the month between 10:30 a.m. and 3:30 p.m.
- If IW sending out newsletter, it should go to homeowner and to resident if addresses are different. IW to check to see where items are sent. [Note – to submit material for the newsletter, e-mail Andy at [newsletter@washougalsunset.org](mailto:newsletter@washougalsunset.org).]

#### **G. Special Events – Silvia Calvo**

- The Easter Egg Hunt was discussed. It will start at 2 p.m. sharp and be over by 3 on Saturday, April 7 at the clubhouse. Jennifer is getting copies made of the flyer; Julie Miller is following up on someone to hand deliver the notices; Frieda will make sure info gets put on the website and in the website calendar. Silvia to give volunteer list to Katie of those who signed up at the annual meeting to be on Special Events.
- Community garage sale set for June 2, 9-4. Plans: It will be advertised in the *Columbian*, *Oregonian*, *Post Record*, and on craigslist, with the address of the clubhouse so people looking it up on mapquest can find it. Signs, all looking alike, will be posted strategically. If possible, signs will be placed at local businesses, like Safeway and the port. Idea of using the big sign truck was discussed.
- Silvia brought up the idea of a regular monthly event, such as a game night, to get people together. The 2<sup>nd</sup> or 3<sup>rd</sup> Thursday of the month were discussed. Silvia to identify specifics of the first couple of get-togethers, then community members will give input on ideas for future events. The first date will be in May.
- Silvia also came up with the idea of a community picnic. This event has been scheduled for Saturday, July 14. More details soon.

#### **H. Website Committee – Frieda Flint**

Keep looking at the website for new additions. Visit us at [www.washougalsunset.org](http://www.washougalsunset.org).

# Draft

## I. Welcome Committee – Frieda Flint.

The Welcome Committee is active and thriving, greeting new homeowners in Sunset Ridge. If readers know of any new folks who have arrived in our community, please contact Frieda at [welcome@washougalsunset.org](mailto:welcome@washougalsunset.org).

## 6. Old Business

- The Action Item List was reviewed and updated.
- *Frieda Flint moved that the resolution regarding having Christmas/Holiday lights removed by February 1 be approved. Jennifer Meuljic seconded. Motion passed.* Frieda will write the final resolution and Andrea and Frieda will sign it. The resolution will then be sent out to the community along with the next newsletter.
- The old bench should be removed from the tot lot and replaced with one from Rainbow Park. This expense is in the budget, per Julie. Bob to follow up.
- Given the late hour, board members agreed to look at the community suggestions discussed at annual meeting, the 3/14 special meeting, and via e-mail (from Frieda on 3/20) and talk about them at the next meeting.

## 7. New Business

- Greg brought a calendar for us to use to list various community events (for example, the Easter Egg Hunt) and regular items we need to have in place (for example, the budget meeting). We got started by listing the events mentioned at tonight's meeting. There is more to do. Then we can put events on computer and share.
- Bob Hart and Frieda Flint briefly discussed the informal meeting held recently by Washougal City Councilperson, Jon Russell, who is running for his position on the Council. He agreed to write a letter to the City about sidewalks between Sunset Ridge Drive and Evergreen and speed bumps to slow down traffic.
- Bob Hart to talk with his liaison at the City about whom to contact re: various issues.
- Chris Barber agreed to pull plat information and find out who is responsible to clean the white fence at the front of the development. He will get it cleaned if it is HOA's responsibility.

## 8. Adjournment.

The meeting adjourned at 8:55 p.m.