

Sunset Ridge Homeowners Association
SPECIAL BOARD MEETING MINUTES
July 14, 2005

Board members present:

- Sabrina Hemphill, President
- Cris Skaug, Vice President, ACC
- Karen Dayley, Clubhouse, Parks
- Frieda Flint, Secretary
- Kathy Meikle, Trails

Board member unable to attend:

- Danielle Frost, Newsletter

Non Board member present:

- Andy Beck, Clubhouse Manager

Homeowners present:

- Greg Schwerdt; Madelyn Skaug

1. Call to Order at 6:32 p.m.**2. Credit card for Andy (Action Item #2).**

Sabrina Hemphill moved that Andy have use of a \$500/month petty cash fund to be secured at the Clubhouse, and that he (Andy) is be added to the Invest West's Home Depot account (purchases over \$500 to be approved by a Board member). Cris Skaug seconded. Motion passed. Purchases are to be tracked via receipts.

3. Check cutting issues (Action Item #3).

A. Karen has balance of \$1,000 Clubhouse check to give to Andy. (Action Items #46).

B. *Frieda Flint moved that Andy become an employee of Invest West (for payroll purposes only) effective immediately. Cris Skaug seconded. Motion passed.*

C. Chris Barber noted that e-mail from a Board member is sufficient documentation for check cutting purposes. The President will submit requests to Chris Barber with a copy to Shannon.

4. Deeding of small piece of property by tot lot to Travis/Charla (Action Item 4).

Chris Barber clarified attorney's letter. Deeding property held in common would require a 2/3 vote of the homeowners to pass. Sabrina to speak to homeowners to see if they want to pursue the matter further.

5. **Board member vacancy** to be advertised. (Action Item #5, 47).
6. **Copies of letters sent by Invest West** (Action Item #33, 34). Board members to review and discuss at next meeting.
7. **Burned House** (Action Item #15). Per Sabrina, investor has not yet decided what to do. She will speak to them about the grass. See Action Item #40.
8. **Fine Schedule** (Action Item #14). Decision to leave fine schedule as originally approved before 6/30 meeting. Item closed. Related item...at August meeting, discuss making dues quarterly, every 6 months, or annual. (Action Item #48.)
9. **Pool contractor** info (Action Items 24, 25) given to Andy by Chris Barber. Andy to get bids to fix area and report at the August meeting.
10. **Blackberry bushes** (Action Item #37 & 38). Kathy to talk to Jay's about cutting back blackberries.
11. **Other matters...review of action items.**
 - a. Chris Barber to give a copy of Invest West's contract to Sabrina by 7/31/05. (Item #51)
 - b. Neighborhood cleanup/dumpsters to be discussed at August meeting (Item #7)
 - c. Pertinent individuals should review their action items and be ready to report by next meeting.
 - d. Pond in Ph 4 is apparently responsibility of Sunset Ridge homeowners. Further discussion is needed. (Item #12 & 52)
 - e. PLS to fix sidewalk area of 57th. (Item #8)
 - f. Petition of homeowners to hold a special meeting of homeowners was discussed. Tentative meeting date of August 25 was suggested.
12. **Approval of Minutes** – June 9 Special Board Meeting; June 15 Regular Meeting, June 30 Special Board Meeting. *Karen Dayley moved that the Minutes be approved with the correction that the June 9 and June 30 meetings include the word "Board" before the word "Meeting."* *Kathy Meikle seconded. Motion passed.*
13. **Meeting adjourned at 8:03 p.m.**