

# ***SUNRISE PLACE HOMEOWNERS ASSOCIATION***

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## **Official Homeowners Meeting**

MINUTES February 16, 2011

3504 NE 80th St, Vancouver, WA 98665

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**The Meeting was called to order at 6:30 pm.**

- I. **Welcome & Introductions** – Mike Bomar Mark Jefferson, Deb Clarke, April Delaney-absent due to illness.

Guest: Kimi Jefferson

- II. **Approval of Minutes:** Deb read the minutes from October 23, 2010 annual meeting. The minutes were amended to add a list of annual meeting attendees: Mike and Audri Bomar, Mark and Kimi Jefferson, Megan Davis-Scott, Dustin and Tabitha Fleger, Mardel Roberts, April Delaney, Willie Hatzenbichler, Anne Cowan-Cleveland, Deb Clarke, Sandra Neeteson-Lemkes (QUORUM NOT MET)

**Homeowners voting by Proxy:** An email/letter was be sent to achieve quorum on all motions per the bylaws.

III. **Presidents Report**

- The annual report was mailed and emailed to the Home Owners and the Hello Neighbor flyer was mailed to all residence in the past month.

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**IV. Vice Presidents Report- n/a**

**V. Secretary's Report – n/a**

**VI. Treasurer's Report –**

- Checkbook Balance was not reported as several checks had been written and deposited and Mark was out of town. – see attached budget and recording of Dues payments and delinquencies.
- Mark suggested we investigate painting the curbs with yellow or red paint to differentiate the approved parking areas from those required for crossing or emergency services. Mike is going to look into this and report back. –According the Clark County Sherriff, The HOA needs to provide a written warning first and then subsequently can call 911 to report illegal parking and a ticket will be issued.
- Mark suggested we consult with a professional HOA management company regarding collection and rule enforcement of delinquent home owners Dues. Kimi Jefferson attended the meeting to give her knowledge of collection activities and said prior to turning the past due amount over to a collection agency the homeowner must receive two written notices. These notices do not need to be mailed certified.
- The board reviewed the past due ledger and discussed next steps. Lot #37 & 17 currently has sales pending. Mike moved and Marked seconded a motion to begin the collection process for lots 14, 16, 18, &36
- Mark is going to check with the credit union to see if they can accept ach payments from homeowners and Mike will look into potential investments for funds in the checking account.

**VII. Budget**

A proposed 2011 budget was presented by Mike for review. After discussion Mike made a motion to amend the amount of monthly home owners dues budgeted from \$2470 to \$2665 and annual Legal/Lien from \$1071 to \$1000. Mark Seconded.

Mike made a motion to pass the 2011 budget as amended. Deb seconded.

**VIII. Discussion:**

Mike made a motion the landscaping company spread new mulch in the beds as this was not done last year. Mark seconded.

**IX. Next Quarterly Board Meeting is May 16<sup>th</sup>, 2011 @ 6:30 pm. at Mike's house.**

**X. Adjourn**

- Meeting adjourned at 7:00 pm

Minutes Accepted: \_\_\_\_\_ (Secretary) Changes ( Yes ) Date: 02/16/11