

**SUNRISE PLACE HOMEOWNERS ASSOCIATION
MEETING MINUTES**

Minutes of: Board Meeting
Date of Meeting: Tuesday, July 28, 2015
Time of Meeting: 1830
Place of Meeting: Michelle Gorham's Home
3509 NE 80th Street
Vancouver, WA 98665

I. CALL TO ORDER:

President called meeting to order at 1850.

II. ATTENDEES:

Board members present were:

Michelle Gorham (President)
Mardell Roberts (Vice President)
Megan Davis-Scott (Secretary)

Committee members present were:

Roger Nowicki (By-laws/CC&Rs)
Kris Nowicki (Welcome/Social)

III. APPROVAL OF MINUTES OF PREVIOUS MEETING:

No previous meeting minutes to approve.

IV. NEW BUSINESS:

a. Budget Approval

- i. Unavailable; will defer approval until next meeting. Costs known include: landscaping and Quickbooks @ \$21/month (online).

b. Landscaping

- i. All controllers/batteries fixed and operational.
- ii. Desire (2) bids on landscaping. Pagel Landscaping contract includes: mowing, edging, weeding, pickup of debris/litter, aerating, blowing sidewalks, fertilizing, liming treatment, trimming/pruning, raking/picking up leaves, plating annuals and starting/stopping irrigation. Concerned that not all services are being provided.
- iii. Desire (2) bids on bark dust. Pagel Landscaping bid was \$1400 for 35-yards medium fir, 1/2" depth spread.

c. Special/Temporary Assessment

- i. In June, \$850 was available for transfer into reserve study account.

d. Late Payments of Dues and Lien Process

- i. Thirty-four out of 48 homes paid July HOA dues. As of September 1st, liens will be placed on Swearer and Williams properties; a past due notice will be mailed to Burns property.

e. Complaints

- i. 3514 NE 81st Circle – Property (garage door removed and modified into a room) does not reflect standard of community. Consider tracing permit process. Desire letter of notification be sent to homeowner.
- ii. 3507 NE 80th Street – Property (noxious and annoyance/nuisance secondary to chickens in backyard) does not reflect standard of community. Consider getting Health Department and Humane Society involved. Desire letter of notification be sent to homeowner.

f. Committees

- i. Welcome & Social
 - 1. Create CC&R Basics for new homeowners and renters via property management companies.
 - 2. Provide welcome packets and frozen cookie dough to new residents.
 - 3. Develop online domain for improved communication.
 - 4. Advertise future meetings with a-frame board at both community entrances.
 - 5. Hold community social twice annually – August (BBQ)/February (progressive dinner).
 - 6. Include flyer on parking with next month's invoices.
- ii. By-Laws & CC&Rs
 - 1. By-Laws are sufficient at this time.
 - 2. CC&Rs are extremely outdated. Desire to obtain a few examples from communities in the area prior to making changes.

V. OLD BUSINESS:
No old business to discuss at this time.

VI. ADJOURN:
Meeting was adjourned at 2010.

Megan Davis-Scott
Secretary / Recorder
07.31.2015