

Sunset Cove Homeowners' Association

Monthly Board of Directors Meeting

November 17, 2011

Meeting Room of Village Pizza

MINUTES

Board attendees: Paul Allen, Barbara Ballentine, Don Berg, Jackie Etsell, Ted Filler, and Jim Nelson.

Ex-officio Board Member present: Roy Raphael.

1. Call to Order:

The meeting was called to order by Paul Allen at 6:00 p.m.

2. Meeting Minutes/Treasurer's Report:

The minutes from the October meeting were handed out for people to read on their own. Since the budget is a topic for discussion later in the meeting, the treasurer's report was not presented.

3. Committee Reports:

3a. ARC – Don Berg reported that the SCE Lot 8 owner ~~substituted the siding that was identical to another homeowner's~~; requested approval to substitute siding for stone veneer. [The request was approved by the ARC and the owner was notified via email 11/16/11 and a hard copy was mailed to their residence. As per DB.] They will be submitting their landscape drawing soon. Nothing has been heard since the second letter was sent to the attorney for SCE Lot 12 in October.

3b. Landscape – Barbara Ballentine reported that she sent out three bid solicitation letters for two-year landscape maintenance contracts, and only one has responded. It was moved, seconded, and approved to award the contract to Green Street Landscape.

An issue arose about some trees being cut between the northern-most condominium building and an SCE lot; Barbara will talk to Bill Whittemore of the condos to consider possible solutions (re-plant trees expecting to cut them again in a few years, or plant some substantial shrubbery on the lower edge of the condo property, for example).

The type of tree required along Washington Boulevard is very difficult to find in the state of Washington; perhaps it is time to find a similar tree that is actually available.

Barbara also noted that a long-standing issue regards fencing around the SCHOA retention pond. She reported that the people who recently built a new home next to it would like to plant some alders and other plants in order to make it a cat-tail preserve. She will follow up with them.

3c. Publicity – Jim Nelson noted that there was substantial leftover food from the picnic, that would unlikely "keep" until next year so what should be done with it? Suggestions included donating it to the food bank or Salvation Army; Jim will follow up.

Jackie Etsell reported that it is newsletter time, and requested that hard copies be mailed to all homeowners along with the year-end dues assessment and meeting notice packets. The Board approved the costs for printing and potential extra postage. Jim also noted that he would like to write a little article about the several new neighbors who have recently moved in (or are building).

3d. Audit – Ted Filler presented his report, that all was found to be okay with the financial books.

3e. Nominating – Paul Allen reported that the slate of candidates for the 2012 Board of Directors include Victor Brzeg, Jim Gray, and Paul Allen. They will be asked to submit a brief candidate statement for the packet.

4. Old Business:

Nothing to report.

5. New Business:

5a. Budget and finances: Jackie Etsell had sent everyone a preliminary budget, and in general it was based on balancing expenses with known expected revenue. After discussion, it was decided to increase slightly the picnic and copies/postage categories, thus reducing slightly the portion for reserves. It was noted that any new landscaping next year would primarily be for mulching, adding seasonal color, and replacing dead plants.

The packet to be sent to members will include the Proposed 2012 Budget (updated with actual November 2011 amounts) for approval by homeowners at the annual meeting.

Approval was also given for Jackie to open an account at Bayshore Office Products, to make copying the newsletter and member documents more convenient.

5b. Proposed dates for the annual meeting are Saturday January 21 (first choice) or January 28 (second choice). Barbara offered to check with the library as to which date is available; gavel time will be 1:00 p.m.

The packet must be mailed by December 21 (but Jackie will attempt to get it in the mail sooner). A tear-off return coupon will be included with the dues assessment page this year, along with an email “policy” reminder.

5c. The meeting was **adjourned** at 8:00 p.m.

Respectfully submitted,

Jackie Etsell
SCHOA Secretary/Treasurer