



## SLOA Board of Directors Administrative Meeting

September 19, 2017 ~ 10:00A.M., SunLand Gathering Place

### Board Members Present:

Fred Smith, President  
Jennifer Sweeney  
Jac Osborn  
Margaret Philbin

Phil Merlin  
Michael Gawley  
Missy Church-Smith  
Jerry Ahern

#### 1. Call to Order

Fred Smith called the meeting to order at 10:00A.M.

#### 2. Introduction of Board Members

- a. Maggie Philbin
- b. Mike Gawley
- c. Jerry Ahern

#### 4. Organization of Chairs for committees

- a. Architecture
  - i. Jac Osborn / Vice President
- b. Recreation
  - i. Fred Smith/ President
- c. Landscaping
  - i. Jerry Ahern
- d. RV Lot
  - i. Mike Gawley
- e. Greenbelts/ Vacant lots
  - i. Steve Loska
- f. Roads/ Security/ Emergency
  - i. Phil Merlin
- g. Communication
  - i. Missy Church-Smith
- f. Treasury
  - i. Jennifer Sweeney & Missy Church-Smith
- g. Rental
  - i. Maggie Philbin

Discussion of committees: Landscaping will take a lot of monitoring. Getting the yards green again. Maggie Philbin asked about offering Landscaping to the free-standing homes with the extra money being used for the pickleball court, like some of the divisions offer. Research a gardener to offer a group rate. Individual chairs are responsible for anything that happens or anything you want to do as long as it falls in the CC&Rs.

This board has been proactive, instead of just going with the norm.

Phil asked to change the name of Security, he would like to add emergency to the end of Security. Fred added emergency to Security.

Most of the committees work closely with the office. Fred made it very clear that everything goes through the office. Your first response is to contact the office.

Jennifer stayed on an additional year, so Jennifer will be working with Missy on the Treasury committee, to take it over next year.

The rental committee was put together a year ago. It does require some computer skills and to be aggressive to deal with some of the landlord. Landlords are to be contacted, not rentals. Bobbie has volunteered to help whoever takes

the Rental committee over. Phil suggested to make Bobbie a titular member. Fred did make it clear that there needs to be a board chair on the committee.

Recreation takes care of the tennis courts, the pool, and anything to do with the recreation facilities.

Jac asked if we could combine Recreation and Rental committees. Fred said that Recreation may take a lot of time this year if the improvements pickleball court goes through.

Jac discussed his need for a volunteer to follow up on the requests that are put in to the office.

It seems that no one wants to step up and help. The example Jac used was the sign and who owns the property and is there electricity.

Jac discussed co-chairing Architecture and Landscaping. If they even want to combine. Fred said that he does not want to combine them at this time. Fred said to contact the membership for volunteers.

Steve said he has enough people with the Greenbelts.

Ricki will send out a Let's Communicate requesting volunteers for Architecture and Landscaping.

Two major projects will be pickleball and bocce ball.

Jac suggested Maggie for Rentals and Jerry for Landscaping.

Maggie brought up the dedication for Cynthia Little. She felt that no one is getting closure. It was determined that the dedication would be done at the opening of the pool. The SLOA office does have the plaque.

Fred will take recreation.

5. Projects this year

a. New ramp for the SLOA office

i. It is going to run around \$3000

Discussion: Maggie brought up using Sunrise Rotary to do the ramp. Sunland is considered commercial and needs to have a permit. Maggie also brought up that the smaller the gravel the better in the RV Lot.

Jennifer asked if we must involve Windermere. Fred said that Foursome Drive Association will be paying for it, so they do not need to involve them.

That is the solution to our conflict of interest. Jac will be dealing with the Foursome board.

Jac confirmed that the Board would have control of the contractor. Permit will be pulled in the boards name.

Fred said it needs to be done. It has been delayed and he wants to force the issue and make sure it is done.

**Motion:** SLOA board recommends to the Foursome Condo Association, that the ADA approved ramp at the front of the building be built as rapid fashion as possible by The Design Group. Second by Phil. Unanimous approval.

6. Website

Discussion: People love the website and it is easy to use. Update board member and work on members only site and the calendar. We would like to offer the directory online and email the newsletter.

Sunland email for the board members. The email is forwarded to personal email and to Ricki.

Stream lines communication. Jac asked if we have a standard logo. Putting a calendar on the homepage.

The members only will be password protected. Fred was concerned about highlighting and copying. But the directory is available in the roster. Renters would not receive the password. Phil pointed out that all he has to do is photocopy and print. We will ask them and they have the option to opt out.

Fred said to move forward with the online register. Jennifer believes the budget was about \$1000. Missy and Ricki are going to update the logo. To make it look classier.

Do we want a logo contest? No. Fred would like the S to be more of a script. Missy and Ricki will bring some logos to the board meeting.

7. Security

Discussion: Fred suggested that security not leave orange papers at back door of SLOA. Phil will now forward the patrol list. The patrol leaves notices that the lights are out.

8. Entrance sign

Discussion: Take the current sign down and move it to Cassalary. The rendering Jac made was passed around. Water feature with the waterfall into a vanishing pool, with a slate wall. Sunland would be imposed off the wall, and it will be lit up. It will be 14 feet long by 3 ½ feet high. All the lighting will be enclosed, so it will be virtually vandal proof. Deer proof plants. Easy to maintain. Already has electricity and water.

Phil asked about how vandal proof and Jac said it will be in concrete and ½ thick. Phil asked about the letters being vandal proof. Jac said that we need to try and move on. Jac said he can get it in budget and if he gets approval he can move on and tie it in with the bocce ball court.

Discussion: Jac wanted to discuss why the architecture committee was not involved in the building of new homes. He also saw some of the workers for Estes just looking around after work. Jac would like to get a list of contractors' and who is working. Jac asked Kevin about the \$500 deposit and Kevin's said a deal was made in 2002. None of the houses built by Estes gave the \$500 deposit. Estes said he will find the agreement that is signed and notarized. The deposit makes more work for the office. They are an asset and they are nice. It all filters back to the fire. Someone may have put a J box that may not have been grounded. It could be a mess if they wanted them all checked. Fred said that the last thing they want to happen is have it ruled an accident. Phil said the insurance said that the insurance said it started in the attic.

**Motion:** Proceed with having some bids submitted for the sign. Seconded by Fred. No motion

Discussion: Phil said that since it was not an open meeting, the motion could not be done. Fred asked if the new board members were aware of the access funds. Fred explained that at a budget meeting with the previous board wanted to bring in a management firm. Fred asked what the expenses were from June to end of December. There were extra funds. During the previous years they never did an audit. Funds for water and SLOA were comingled. It was never balanced out. Had a forensic audit and there were additional funds. What it boiled out to was we had \$70 some thousand dollars. Some was moved to the reserve account. The first inclination was to return it to the residents, but there was no way to balance it out. This is a one time we can do something for Sunland and the projects boiled down to the pickleball court, a bocce ball court, and the entrance sign.

Maggie said the only issue she has is personal since not everyone plays bocce ball. We also looked at doing something for lot 207. Phil commented that our number one job is maintain the market value. Fred asked if there were any other ideas. Maggie mentioned using the money to help residents maintain their property. Phil said the problem with that is that you have a onetime source of money for a continuing event. The money would run out and the board would be on the hook. Jennifer pointed out that some would take more money than others.

Fred pointed out that the dues have not been raised. Dues are set within the CC&Rs guidelines. Jac said that the betterment of the community is not costing the community anything.

Maggie had a question about the sewer charge. Fred explained that there are two entities. Water and Sewer are separate. Sewage pays for the water treatment plant.

Jac asked about the water meters. Fred said they will not be going to the usage base fee in the foreseeable future. The state requires them. The fees now more than covers all the expenses and creates reserves. That is how they built the new building.

9. Bids

a. Bocce ball court

b. Pickleball court

Discussion: Pickleball court: Excavation and asphalt: Mark Gilles. Asphalt court \$21,850. \$1000 less if concrete. Construction of pad and 8-foot fence right next to the current court. Does not include painting, striping, or net.

The people that have taken care of the courts in the past years, they charge us \$2,000 or \$3,000 for the ceiling, the painting, the striping. Court has to be sealed after it is done. Use this \$21,800 as a guide for project.

Bocce ball court: Bid is \$8,400. Bocce ball court normally has fill dirt, fill rock, smaller pebbles, clay, crushed oyster shell, oyster flour. We are not doing this for expense and maintenance. We propose crushed gravel base, slab of concrete, and indoor/ outdoor carpet. Maintenance is easier. The court has to cure for 30 days.

Discussion: Phil stated that this is not an open meeting. He says it falls under an executive board meeting. And this is not an executive board meeting. Fred said that the Washington open meeting law governs communities, city, county, state issues and things like that. Fred states that we are a private organization. We are not totally governed by this. Phil believes we may be. Jac said what happens if we want an open meeting with in a week or two so we can expedite this and get back on the schedule. Phil says we can hold this until our regular meeting. Jac said he can still look for bids and Fred can ask when they can do it. Phil said that what we are doing here does not need a motion.

Jennifer said the pickleball and bocce ball court total \$32,800 which means we can only spend \$18,200 on the sign.

Jac said to see if we can negotiate both for \$30,000.

10. Renting the room previously used by Water District

a. Measure for square footage

11. Gathering Place

a. Set a time each month to meet with committees

12. Time for Board Meetings

a. 10:00 on third Tuesday of each month

13. Signs for picnic
  - a. Thank you, Phil, for helping with the signs for the Annual Meeting
14. Ricki \$2.50 raise and \$2.50 in six months
  - a. Long term growth- increase dues membership
  - b. Ultimately up to board
  - c. In December- bonus
  - d. Room for growth
  - e. How would it affect the budget
  - f. Work numbers
  - g. Tabled for now and let treasurer work up the numbers
15. Westside Arborvitae
  - a. RV Lot
  - b. Office has bids
  - c. Jac has bid coming
16. Additional discussions
  - a. Maggie get with Bobbie to learn process with rentals.  
Discussion: We cannot tell people they cannot rent. They need to notify us before someone moves in. They are responsible for their renters. We cannot approach the renters, has to go through owners.
  - b. Resident that needs to have his shed painted
  - c. Send board CC&Rs once attorney returns them.
  - d. All board members have an email address.
  - e. Let's Communicate to Ricki to be sent to all members
  - f. Discussion of emails and being public record  
Discussion: Phil pointed out that our discussions should not discuss something that is going to be voted on in the future. Fred said the we do not spend enough time together and to go ahead and email if needed.

Adjourned 11.45am

Minutes respectfully prepared by Ricki Bele