



SLOA Board of Directors Meeting

January 16, 2018 ~ 10:00am, SunLand Gathering Place

Board Members Present:

- Fred Smith, *President*
- Jac Osborn, *Vice-president*
- Jennifer Sweeney, *Secretary/Treasurer*
- Jerry Ahern
- Missy Church-Smith
- Mike Gawley
- Maggie Philbin

Board Members Absent:

- Steve Loska
- Phil Merlin

1. Call to Order

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

2. Public Comments

- a. none

3. Approval of December 19, 2017 BOD Meeting Minutes

- a. Motion to approve as amended, Jac Osborn; second, Jennifer Sweeney. Unanimous approval.

4. President's Report, Recreation Report, Fred Smith

a. Submitted Report:

- i. *I had promised bids for you to examine for the pickle ball court this meeting and due to time constraints and other factors, they are not available. I will have them in your hands and we will approve one at our next meeting in order to start the project in March.*
- ii. *The State Game and Fish provided the survey as promised and we sent it out on the 2nd of January. There were almost 150 responses the first day. We sent it out again last week and by the end of Jan, the State will have the results and information to provide us on how the best way going forward will work. The plan for a census of the deer population will depend on the overall responses we have from the residents. If the majority doesn't see that we have a problem, then going ahead with any further steps would be useless.*
- iii. *Jac has provided the final costs for the front entrance. The total cost presented in the attached documents is about 25% below all other presentations.*
- iv. *As you are all aware, we had a special meeting that ended with enough volunteers to help the Architectural committee complete their tasks without any realignment of the overall committee structure.*
- v. *As we head into the spring and summer, there are a lot of items we will be addressing, the landscape committee is well organized and proceeding with their tasks, the green belt areas are being cleaned up and brought up to standard, the pickle ball court will be constructed as well as the new front entrance and on and on. There are a few items we need to start planning and being prepared for as soon as possible.*
 1. *First, when we open the pool on Father's Day, we will be having a ceremony naming the pool for Cynthia Little. All of us need to plan on being at that ceremony. We will publicize it in advance to allow as many residents as possible attend. I would think that would be a good time to have the annual meet and greet for the Board rather than later in the summer as we have done in the past. One other thought is to have it on the Saturday before the opening to avoid time conflicts with any families celebrating Father's Day.*
 2. *Second, we need to start early to recruit members to run for the Board positions that will be opening. This year will be a year that three and possibly four positions open up. Leaving will be Jennifer Sweeney, Phil Merlin, and myself. Steve Loska has indicated there is a possibility of his leaving due to a desire to travel more. It would be healthy if we had 7 or 8 people running to provide a good choice for the members. What we all need to do is start talking to people now.*

b. Comments:

- i. Deer Survey has been e-mailed twice; deadline for response is February 1. Report will be presented to the BOD at the February BOD meeting. How to deliver survey to those who have no internet access (approximately 100 owners).
 - 1. Ricki will e-mail the names of those residents to Wallene; a postcard will be sent with directions for securing a hard copy of the survey.
 - 2. Once the Emergency Contact System is in place, options for electronic and telephonic contact will be available to all owners.
- ii. Entrance signage and water feature. Cost to be approximately \$23,000.00, 25-30% below other bids.
- iii. Landscape Committee is well organized. Areas of concern are being addressed.
- iv. Swimming Pool opening and ceremony honoring Cynthia Little. Selection of date is tabled until the February BOD meeting.
- v. BOD Recruits. Each BOD member is tasked with actively seeking new BOD members who are appropriate to specific openings. Committees should be grooming future chairs to ensure a smooth transition.

5. Treasurer's Report, Jennifer Sweeney

- a. **Submitted Report:** no report
- b. **Comments:**
 - i. QuickBooks is being updated and streamlined for 2018.
 - ii. Funds (approximately \$22,685.00) transferred to Reserves.
 - iii. Will look into 3 and 6 month CDs to earn some interest.
 - iv. Will check into our 501(c)(6) status to determine if we are tax exempt.

6. Committee Reports

a. Architectural, Jac Osborn

- i. **Submitted Report:**
 - 1. *This month we have had 6 new applications. They all have been approved. December is usually a slow month with Santa and all.*
 - 2. *I still think that the new construction in Sunland North is in violation of the height requirements as per the CC&Rs. I'm going to meet with their Project Manager regarding this issue. Stay tuned.*
 - 3. *After the meeting on January 5th, everything seems to be going in the right direction for the Committee. Attached please see the new 2018 Architectural Committee. (Greg McDonald, Stuart Koop, Larry Bruback, Joe Rees, John Angalotti)*
- ii. **Comments**
 - 1. Each member of the committee has been assigned an area to be monitored (drive-by observations and phone calls) as follow-up to submitted applications. Once work has been completed, resident is to contact SLOA office within 30 days of completion, sign off on application; then confirmation that project has been completed per approved application will be done by Jac. Process is to be completed within 6 months.
 - 2. Sunland North height restrictions are not in compliance with the CC&Rs. Per Estes Builders, the 2001 BOD gave permission for new construction to exceed the defined height limits.
 - a. Jac will request a copy of the 2001 BOD letter sent to Estes Builders to confirm waiver.
 - b. Further discussion and actions will be based on agreements stated in the letter.

b. RV Storage, Michael Gawley

- i. **Submitted Report:** *Not much going on at the RV lot this month. Changed the lock, as the old one was getting difficult, but all the keys that were previously issued will still work. The gate still needs fine-tuning, but I hope to get that accomplished in the near future. The issue of trees along the fence will be ongoing for a while - no action taken at this time.*
- ii. **Comments:**
 - 1. No response from the contractor who installed the gate to date.
 - 2. Since cleanup of the yard, only a few vehicles are out of compliance.
 - a. Fred offered to call owners of such vehicle; Mike will provide space numbers and phone numbers.

c. Communication, Missy Church-Smith

- i. **Submitted Report:**

1. *SLOA Website & Newsletter: Members Only area has been set up. Following to be added by the end of January 2018: 2018 Roster will be mailed to all owners via USPS. Roster will also be added to the Members Only site and updated in a timely manner.*
2. *On-line communication tool will be tested with the BOD as recipients. Assuming all goes well, this system will be implemented by February 2018.*

d. Landscaping, Jerry Ahern

- i. **Submitted Report:** *We're hoping that all of you had a fantastic Holiday season this year and are looking forward to Spring arriving early. As you may have noticed, our committee was not active during the Holidays but now that we are past them we are beginning to see what kind of damage winter left us. So far it looks like we made it through barely scathed. As Spring approaches, we will be moving through the neighborhood to ensure that yards and property are being maintained in accordance with the CCR's adopted by the association. We want to thank you in advance for the courtesy and cooperation you have shown in the past in keeping Sunland the "Special Community" it has become. We're looking forward to seeing you throughout the spring and summer. I have attached a report of the activities the committee has been or is dealing with during this month. For those that are not resolved I will continue to pursue them and include them in next month's report. Those issues where no contact has been made will be re-contacted and reminded of the violation.*

ii. Comments

1. Committee/BOD members are to contact only property owners, not tenants.

e. Greenbelts/Parks/Property Management, Steve Loska

- i. **Submitted Report:** no report

f. Security & Roads, Phil Merlin

- i. **Submitted Report:** no report

g. Rental Coordinator, Maggie Philbin

- i. **Submitted Report:** no report

7. Old Business – none

8. New Business

- a. Jac Osborn stated that new entrance sign will be 14' long; current landscaping will remain. Fred suggested that sign be moved a little to the west, closer to Sequim Dungeness Road. Total cost to be \$23,815.19 (includes tax).
 - i. **Motion to approve construction of new entrance sign by By Design Group, at a cost of \$23,815.19, with 5-10% contingency additional cost. Any costs that exceed 10% over quoted price must be approved by the BOD. Missy Church-Smith; second, Maggie Philbin. Unanimous approval.**
- b. ADA compliant ramp on south side of SLOA building to be completed by January 31, 2018.

Motion to adjourn, Jac Osborn; second, Maggie Philbin. Meeting adjourned @11.07am

Minutes Respectfully Submitted by Missy Church-Smith for Ricki Bele