

*Surf Pines Association*  
*MINUTES OF THE BOARD OF DIRECTORS MEETING*  
*Meeting House at South Gate*  
*March 20, 2020*

- I. Call to order**
  - a. The president called the meeting to order at 4:09 PM
- II. Attendees**
  - a. Board Members John Yerke, Tom Smith, Gheri Fouts, Austin Kaufman (remote), Peter Durant (Remote), and Debbie Eddie Administrator (remote).
  - b. Guests: Ken Weist and Katie Weber. Scott Roose (remote) and Shannon Berlant (remote).
- III. Approve agenda**
  - a. Motion was made by Gheri Fouts to adopt the agenda. This was seconded and approved unanimously.
- IV. Approve of prior meeting minutes**
  - a. Motion was made by Tom Smith to adopt the January 17, 2020 minutes. This was seconded and approved unanimously.
- V. Reports of Officers, Boards and Standing Committees**
  - a. President
    - i. Deferred his presentation to the Unfinished Business item.
  - b. Secretary
    - i. Made report on new Web and database progress.
  - c. Treasurer
    - i. Reported that we are about \$14k surplus year to date and that it appears we are on track to meet our budget projections to date. We currently have \$228,598 in reserves.
  - d. Administrator
    - i. Currently we have 15 Late pay accounts, 4 that require attorney service, 7 that have been issued demand letters, and 4 that have been issued past due statements.
  - e. Roads and Grounds
    - i. Provided report on Road repairs for 2020 and Security Gate replacement.
  - f. Safety, Security and Maintenance
    - i. Written report from Anthony Criddle was submitted to board.
  - g. Community Relations
    - i. Report made by Katie Weber.
- VI. Reports of Special (Select or Ad Hoc) Committees**
  - a. Communications
    - i. Submitted in Secretary Report
  - b.
- VII. Special Orders (None currently)**
- VIII. Unfinished Business and General Orders**
  - a. Normalization of SPA guiding Documents.

- i. John Yerke made a motion that ~~the~~ we approved the drafted CCR's and Bylaws and present them to the Surf Pines Association membership for ratification. This was seconded and approved unanimously.
- ii. What should be private and public on new web site.
  1. Item was tabled and Tom Smith indicated he would run a survey of the members for direction.
- b. Gate Code Policy (Deferred to review Security Report and discuss with SS Committee)
- c. Alarm Notification by Homeowners (Deferred to review Security Report and discuss with SS Committee)

**IX. New Business**

- a. Issue with STR damaging gates.
  - i. A guest of one of the Short-Term Renter's homes in SPA damaged the north gate because they were given an incorrect gate code and they attempted to raise the gate manually.
  - ii. Security and President are communicating with the Property Management firm and will bill them and owner for damages made.
- b. Address e-mail from Shannon Berlant request for Information
  - i. Ms. Berlant requested several items from the Association including member lists and voting records. In addition, she wanted accounting information on billings and audit records.
  - ii. A motion was made by John Yerke that the Board declines to release any member lists or member billing records as this is a violation Oregon Regulatory Statute 94.670 (9)(b)(G), which specifically ~~precludesprohibits~~ sharing personal information of ~~personal member~~ association records with a third party. We further move that all financial records will be available for all members when our Association Audit is completed this year. Seconded and approved unanimously.

**X. Comments from the Attendees**

- a. Ms. Berlant made comments.

**XI. Adjournment**

- a. Motion to Adjourn was made at 5:39 PM by John Yerke, seconded and approved unanimously.

Minutes submitted by: Thomas M Smith Secretary

Minutes approved by Board on     , 2020: