

**Surf Pines Association**  
**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
**Meeting House at South Gate**

January 17, 2019

**I. Call to order**

- a) The president called the meeting to order at 4:00 PM

**II. Attendees**

- a) Board Members: John Yerke, Tom Smith, Gheri Fouts, Peter Durant. Austin Kaufman
- b) Guests: Katie Weber, Cecelia Mushinskie, Scott Roose, Bonnie Rogie, Marie Moore, , Ken Weist, Shannon Berlant Cameron Lewis. Holly Roose, Melissa Lindley and Karla Jackson attended remotely with our new teleconference FCC Guests

**III. Approval of agenda** Motion was made by John Yerke to adopt the agenda. This was seconded and approved unanimously.

**IV. Approval of prior meeting's minutes:** Motion was made by Tom Smith to adopt the September 20, 2019 This was seconded and approved unanimously

- a) A motion was made by Peter Durant and seconded to revise November 15, 2019 minutes to reflect correct minutes section 5.c.1 that now state Currently we have \$404K in all accounts including accounts receivable with \$203K in reserves. Seconded and approved unanimously

**V. Report from officers and Standing Committees**

- a) **President:** Report was made by John Yerke.
- b) **Secretary:** Nothing to Report
- c) **Treasurer:** Report was made by Peter Durant
  - (1) Treasurer transferred \$30k into reserve savings in November; currently we have \$232K in the reserve accounts. We have \$246K in the Wells Fargo Accounts, \$72K in Wauna Bank account and a total of \$379K including accounts receivable.
  - (2) Columbia Bank account is closed and new Safe Deposit Box opened at Wells Fargo..
  - (3) Purchase Card for Ken and Peter is still in process
- d) **Administrator:** Report was made by Debbie Eddy
  - (1) Review of arrear accounts and lien status

- (a) Currently we have 20 members who are not current down 7 from November meeting, 10 have demand letters two less, 4 with Past Due Notices 2 Less, 1 Lien Notices 1 less, and 5 that are about to go to foreclosure process 1 more.
- e) **Roads and Grounds:** Report was made by Scott Roose
- f) **Safety, Security and Maintenance:** Report was made by Ken Weist
  - (a) Gate Code Policy (to be presented next meeting)
  - (b) Alarm Notification by Homeowners (to be presented next meeting)
- g) **Community Relations:** Report was made by Cecelia Mushinskie.

## VI. Reports of Special (Select or Ad Hoc) Committees

- a) **Communications Committee:** Report was made by Tom Smith for Chad Sweet
  - (1) Municode Contract signed and new web almost complete.
  - (2) New Blog in beta
  - (3) Consolidation of Member Lists in digital format
- b) **Normalization and updating of guiding documents committee.** Report was made by John Yerke
  - (1) Attorney is resubmitting revised documents that include the new required declaration, by laws and Articles.
  - (2) It was moved by John Yerke to confirm approval of the \$2000 for legal fees for the CCR's was done in an email. Was Seconded and approved unanimously.
  - (3) Will do final review to ensure that new documents are consistent with our current By Laws and Articles with no new requirements. Then President will draft a letter of explanation and start process to obtain consent from 75% of members.

## VII. Special Orders No Report

## VIII. Unfinished business

- a) Approval of items Approval via email – Tree Trimming
  - (1) It was moved by Tom Smith to confirm approval of tree trimming made by phone that stayed within budget. Was Seconded and approved unanimously.
- b) Approval of items Approval via email – gate motor. **Not necessary was withdrawn.**

## IX. New business

- a) Motion was made by Peter Durant to approve a final \$2,000 for normalization of our documents. Was Seconded and approved unanimously.
- b) Motion was made by Tom Smith to change the June regularly scheduled meeting to June 26 at 4 PM. Was Seconded and approved unanimously

**X. Comments from the Attendees**

**XI. Adjournment**

Motion to Adjourn the meeting at 5:53 PM o'clock was made and seconded and approved

Minutes submitted by: Thomas M Smith Secretary

Minutes approved by: on , 2019

DRAFT