

# Sunset West Maintenance Assoc. | MINUTES

February 19, 2014 | 7:00 pm | Meeting location West Valley Junior High Library

Meeting called by Jon Ison, President

Note taker Vikki Gore, Executive Sec.

Website: <http://sunsetwest08.org/>

## Attendees

Vikki Gore, Jon Ison, Marie Kennedy, Rene LaCoursiere, Greg McGuire, Laura Miller, Jim and Sherri Moon, Lorraine Orwig, Mona Purcell, Suzanne Richings, Don and Julie Schlaman, Susan Zellner

2 Guests of residents

Officer Sandino and Officer Hays, Yakima Police Dept.

## AGENDA TOPICS

### Topic

### Action

#### Call to Order:

Jon Ison called the annual meeting of the SSWMA to order at 7:02 pm.  
Individual introductions were made by those present.

#### Review of Minutes, 2013:

The minutes of the 2013 annual meeting were distributed for individual review.

#### Financial Report: The 2013 financial report (attached) was reviewed. Highlights:

Income from dues: \$ 7,975.00

Expenses: \$10,366.94

The carryover balance from 2012 provided a cushion to sustain the account. The full budget is posted on the website.

2013 Audit Report: The Audit Committee members (Sherri Moon, Don Schlaman, Steve Barnett, and Lorraine Orwig) were acknowledged. The annual audit of the financials was conducted on February 13 with no findings.

FY2014 Budget: The 2014 budget was summarized. V. Gore noted that additional categories are included this year to provide homeowners with more detail. Dues will remain at \$85.00 for 2014.

Dues and late fee process: V. Gore summarized the length of time required to collect dues this past year. Failure to pay dues timely restricts the association ability to pay vendors for services. The Bylaws allow the lien process to commence after 30 days. Although the Association desires to be understanding of homeowner needs, the lien process will be used more expeditiously this coming year.

Bylaws: The proposed revisions to the Association's bylaws are being requested to bring the document into compliance with the Revised Code of Washington State. V. Gore summarized changes.

Block watch: Officer Sandino and Officer Hays were present to respond to questions from the members.

J. Ison has posted block watch signs in the neighborhood. An email alert system has been established by J. Ison to notify neighbors when there are issues. The officers were asked what else could be done. The Association as a whole or an individual homeowner can request extra patrol at times when there are issues or a property will be vacant. J. Ison will post feedback from the police on requests forwarded to the Officers.

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D. Schlaman MOVED to approve the minutes; seconded by J. Schlaman and unanimously carried.

It was noted that a special assessment may be required during the year if unforeseen expenses occur. Dues will need to be increased in 2015.

G. McGuire MOVED to approve the 2014 financial report inclusive of the audit report. The motion was seconded by Marie Kennedy and unanimously carried.

If any homeowners have concerns about paying dues in the required timeframe, they should contact V. Gore.

A ballot will be mailed with the dues notice for members to vote on the revisions.

J. Ison will continue the email alerts for the block watch.

## Topic

## Action

The Officers reviewed the 911 process when complaints are received about barking dogs or parties/loud noises. When these come in, a call screen is generated and the complaint is categorized. If there is a history on record, more will be done.

The Officers also distributed information on a new service, ReportIt. Homeowners can record serial numbers of expensive items. If an item is stolen, the pawn shops will check this system.

### Calendar dates:

March 1 dues notice will be sent by this date.

May 17 Yard Sale from 8 am – 2:00 pm

Election of Directors 02/2014 – 01/2019 x2: Two directors are needed for the coming year. The following are nominated:

Suzanne Richings

Raymond Sanchez

Volunteers for the Audit Committee: Six volunteers are needed for the audit committee. This committee meets the week prior to the Annual meeting to review expenditures and the financial report. The following volunteered:

Renee LaCoursiere, Sherry Moon, Karla Griffin, Jim Moon, and Don Schlaman,

Review of Block Watch/Email Alerts: Updated information is needed along with more email addresses to keep everyone informed of happenings in the neighborhood.

Informational items – Who to contact: The information included in the packet is provided for the neighbors.

### Other requests/New Business:

The meeting was opened for other comments and discussion. A request was made for more street lights in the neighborhood and a stop sign on Mead at all streets.

J. Ison discussed school busses turning right onto Mead and going over the curbs. He asked for others to submit complaints about this. The intersection at Mead and 72<sup>nd</sup> needs widening. Complaints should be directed to the Superintendent of WV Schools and the City of Yakima traffic management department.

Suzanne wrote a letter to the editor of the YHR newspaper to discuss the intersection safety issues. Jon Ison volunteered to talk with Mike Bastinelli about using the news to attract attention.

Neighbors are encouraged to keep their outside lights on to stop crime.

Door Prizes: A drawing was held with Lorraine Orwig and Greg McGuire winning gift certificates to Fred Meyer.

Adjourn: There being no further business, the meeting adjourned at 7:58 pm

Submitted by:

Vikki Gore  
Executive Secretary

Information on the Yard Sale will be included with the dues notice.

Unanimous support was given to electing S. Richings and R. Sanchez as Officers.

One additional volunteer is needed. Interested parties can contact V. Gore.

J. Ison was elected to continue the email contact list. A request will be made to provide more email addresses.

Informational

J. Moon will speak with the Director of the WV Transportation Center about the bus issue. \*

*\* After the meeting, Jim Moon contacted the Superintendent and was informed that the City of Yakima plans to place a stoplight at the corner of Mead and 72<sup>nd</sup> in the summer of 2014.*

Informational

Typed: 02/23/2014

## Sunset West Maintenance Association

### Board of Directors meeting

February 19, 2014

8:00 pm

WV Junior High School Library

Present:

J. Ison, 2012 – 2016

M. Purcell, 2013 - 2017

J. Schlaman, 2013 - 2018

S. Richings, 2014 – 2019

V. Gore, Executive Secretary

Absent:

R. Sanchez, 2014 – 2019

Call to Order: The meeting was called to order at 8:01 pm.

Election of Officers: A president and vice-president need to be selected.

Vice-President: Julie Schlaman

President: \_\_\_\_\_

Since no one volunteered, R. Sanchez will be asked if he is willing to serve in this role. If not, another meeting will be called.

Budget: V. Gore noted that a close eye will be kept on the budget this year with the small margin. If larger expenses are probable, an assessment will be considered.

Issues: J. Schlaman discussed student comments about the Association Meeting sign advertising the meeting. These students are frequently standing by the greenway after school waiting to be picked up. This may be an opportunity to ask for extra police patrol during the meeting time.

The bush root on the corner of Mead and 72<sup>nd</sup> needs removal. After discussion on a price quote, J. Ison volunteered to remove the bush when the weather warms up.

A list of contact names and phone numbers will be sent to the membership with the annual meeting. It was recommended to add phone numbers for the School Superintendent and the WV Bus Garage as well as the West Valley Junior High and the West Valley Middle School.

After a short discussion on the options for late fees, the meeting adjourned at 8:19 pm.

Submitted by:

Vikki Gore, Executive Secretary