

Sunrise Master Association

BOARD OF DIRECTORS MEETING

MEETING MINUTES

Sunrise Master Association Clubhouse

June 19, 2018 - 4:00 PM

BOARD OF DIRECTORS:

Sloan Clack, Monica Gildea, Roger Elmore, Brenda Pearson
Eric Corliss - *Absent*

Association Management:

Kathy Berrens and Denise Rasmussen, TMT

1. Call to Order and Confirmation of Quorum: President Sloan Clack opened the meeting at 4:05 pm.
2. Consideration of Agenda – Add item 3. C
Motion to update agenda was made by Sloan Clack and seconded by Brenda Pearson. Approved 4/
Opposed 0
3. Review and Approval of April 24, 2018 Sunrise Board Meeting Minutes, June 7, 2018 Special Meeting Minutes and revised November 14, 2017 Sunrise Board Meeting Minutes.
 - a) **Motion** to approve the April 24, 2018 Sunrise Board Meeting Minutes was made by Roger Elmore and seconded by Brenda Pearson. Approved 4/Opposed 0
 - b) **Motion** to approve the June 7, 2018 Special Board Meeting Minutes was made by Brenda Pearson and seconded by Sloan Clack. Approved 4/Opposed 0
 - c) **Motion** to accept the November 14, 2017 revised minutes was made by Roger Elmore and seconded by Brenda Pearson. Approved 4/Opposed 0
4. Review of March and April Financials:

The board requested for Kathy to confirm December 2017 financials were sent out to the board and all questions were answered.
5. Presidents Report/Development Update –
 - The Retreat is in full build
 - Madrona's, The Crossings and The Pines – They have been submitted into Pierce County and waiting for a hearing date.
 - 180th - 180th will be completed with the completion of individual plats, light will be installed on 122nd & 180th once a certain amount of lots are completed.
 - Park – Design is in pieces and all are coming together, hope to have final within a few weeks.
 - Woodlands – Letter of Intent
 - Glacier Run Apartments – Under construction
 - Emerald Pointe – Sale of 80 unit apartment on the Northwest corner.
6. Manager's Report – SMA Manager Kathy Berrens provided an update on action items from the last board meeting and the community.
 - Maintenance-
 - No mow this week due to fertilizer being spread last week
 - Cutouts for 6 benches completed, benches will be installed within a few weeks
 - Irrigation is going well
 - Installation of Woodlands landscaping is in progress
 - Vandalized fountain head replacement has been ordered

- Taking bids for parking lot sealing and striping
- Emerald Pointe –
 - Painting of the fire lanes are complete
 - Native area signs installed
- Security:
 - Sheriffs are patrolling – board reviewed security report
- Administrative-
 - Robbins last day was last Friday, TNT did not provide replacement
 - ARC review re-write going smoothly
 - Violations Clerk reported there is not a lot of non-compliance issues
 - Working on notification to homeowners regarding the change of Management Company
- NNO –
 - Reserved Scone Truck and Stacks
 - Concerns regarding foot traffic from the North Rim, Kathy will contact off duty officers

Motion to request Kathy to contact SMA vendors to let them know of the new Management Company effective July 1st, 2018 was made by Roger Elmore and seconded by Brenda Pearson. Approved 4/ Opposed 0

Sloan requested Kathy to send her the SMA vendor list in an excel format.

7. Consent Signatures – none
8. Unfinished Business
 - a) 2016 Audit – no motion
 - b) Collections Policy – Kathy has sent new management company the SMA violations policy to review and get approval. Possibly considering % for late fee's.
 - c) West Update – Sheriff sale has not happened, it was sent in April and a confirmation was never received. Board has requested that HOA to stop paying the Pierce County Sewer Bill.
Motion was made to authorize Kathy to stop paying the Pierce County Sewer Bill on the West home was made by Sloan Clack, seconded by Brenda Pearson. Approved 4/Opposed 0
9. New Business –
 - a) Compliance Recommendation – Homeowner account # 27281
Motion to stay with the compliance committee's decision on the fee's owed in the amount of \$875.00 was made by Roger Elmore and seconded by Brenda Pearson. Approved 4/Opposed 0
 Board reminded homeowner that dues are owed yearly. Homeowner will receive an official notice of the board's decision.
 - b) Transition ACH - FDIC rules for ACH payments will not transfer over on accounts. Homeowners will have to fill out new ACH request form. Board will send out a notification to homeowners on how to handle ACH.
 - c) Computer Purchase – Front office computer replacement.
Motion to purchase front computer not to exceed \$1,600 was made by Brenda Pearson, seconded by Monica Gildea. Approved 4/ Opposed 0
 - d) Shredding Event – Lemay Shredding Company charges \$750 for a three-hour minimum. Board requested for Kathy to look further for a free event.
10. 20-Minute Open Forum and Homeowner Comment Period - Sunrise homeowners were given an opportunity to comment on various community projects and policies. Addressed during this session were the following topics:
 - Recurring ACH payments
 - Logo survey

- Emerald Pointe Concerns
- Landscaping
- SMA Email response time
- Security Patrol
- Homeless Camps

11. Potential Executive Session – None

12. Adjourn

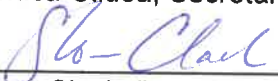
Motion to adjourn at 5:45 was made by Sloan Clack and seconded by Monica Gildea. Approved 4/Opposed 0.



Monica Gildea, Secretary



Date



Sloan Clack, President