

SUNRISE MASTER ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS SPECIAL MEETING
December 16, 2010

BOARD OF DIRECTORS: Present: Sloan Clack, Eric Corliss, Gloria Bauch, Tom Boyle
Absent: Tony Sims

Association Management: Judy Nordstrom, South Sound Regional Manager – Absent
Angie Orr – Site Administrator

1. Call to Order

The meeting was called to order by Sloan Clack at 5:00 p.m.

2. Review and Approval of November 3, 2010 Board Meeting Minutes

Motion: Approve as written on a T. Boyle – E. Corliss M/S/C

3. Presidents Report

a) Review & Signing of 2011 Contracts

I. CDC Management Services - 01/01/2011 to 12/31/2012

Discussion: term changes:

- CDC offered to absorb the three month additional wages added for the part time administrative assistant now working the full year.
- CDC has offered access to their web portal.
- CDC will now charge 5% project management fee on values exceeding \$10,000 instead of \$5,000

Motion: Approve CDC's Contract renewal on a G. Bauch – E. Corliss M/S/C

II. Total Grounds Management – Landscape Contract – 02/1/2011 to 12/31/2011

Discussion: 11 month contract with the addition of Tanglewood hand watering

Motion: Approve TGM's Contract as presented on a E. Corliss – T. Boyle M/S/C

III. Vanguard Cleaning Systems – 01/01/2011 to 12/31/2011

Motion: Approve Vanguard's contract as presented on a T. Boyle – E. Corliss M/S/C

b) *Agenda Change – move 2011 Proposed Meeting Schedule to end of meeting for discussion

4. Financial Information and Community Updates

a) October 2010 Financial Information – This was distributed to the Directors via e-mail.

Motion: Approve the October Financials as written on a S. Clack – T. Boyle M/S/C

b) Recap of 2011 Budget Presentation Meeting – The homeowners in attendance voted to approve any surplus dollars from 2010 to roll over to the 2011 budget.

c) Collection Accounts – The 2010 recommended bad debt write off's include late fees. The total recommended write off's of \$4,525.68 varied from the budget by only \$144.00.

Motion: Approve the write off's as presented on a S. Clack – T. Boyle M/S/C

5. Unfinished Business

- a) Entrance Pond Lighting Repairs – Board members reviewed a bid from Totem Electric to repair the lighting for \$2,126.00 plus tax. CDC Management had offered to do some additional research into the most efficient way to repair. CDC, now comfortable with Totem's repair method, is asking for approval to go forward with the original bid.

Motion: Approve Totem Electric's bid and payment will be from 2010 budget funds on a T. Boyle – E. Corliss M/S/C

- b) CC&R Review and Rewrite update – The committee has completed their review and formed comments and suggested changes to be submitted to the Attorney, Steve Rovig. The Declarant is also submitting suggested changes to their legal representative.

Note: Tony Sims joins the meeting @ 5:30 p.m.

- c) Website Renovation update – The request is being made of homeowners to get online and review the website and make suggestions and comments.

- d) New Sunrise Blvd Irrigation – This project is on hold until a decision on sidewalk cost and style is further researched. Also, further consideration to the grading solutions and costs have been put out to bid.

6. New Business

- a) Community Center Drainage Correction – Water routinely collects around the playground equipment. TGM has quoted a price of \$2,469, plus sales tax, to redirect the water to drain out of the way.

Motion: Approve TGM's bid for drainage correction on a T. Sims – E. Corliss M/S/C

- b) 2011 Proposed Board Meeting Schedule – moved from 3b above.

Motion: Approve meeting schedule as presented on a E. Corliss – T. Boyle M/S/C

- c) Pierce County Sheriff's – Angie requested the Board consider purchasing gift cards for the Pierce County Deputies that have provided extra attention to the community. Pros and Cons were discussed and it was decided to put the idea into a motion for a vote.

Motion: Approve purchase of gift cards as thank you on a T. Simms – E. Corliss M/S
Motion Fails 5-0.

7. Next Board Meeting – January 19, 2011 at 4:00 p.m. – Working Session

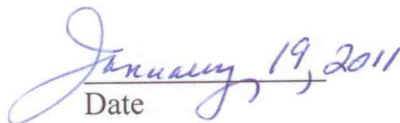
8. Adjournment

With no other business to go before the Board, the meeting was adjourned at 6:15 p.m.

Approved:



Gloria Bauch, Secretary



Date



Sloan Clack, President