

AGENDA

SUNDAY HARBOR COMMUNITY ASSOCIATION

ANNUAL MEMBERSHIP MEETING

April 28 2018 – 10:30 A.M.– 12:00 Noon

PLACE: Blaine Public Library Meeting Room
610 Third Street, Blaine, WA

- I. CALL TO ORDER
- II. CONFIRM QUORUM
- III. APPROVAL OF MINUTES
Approval of minutes of meeting held April 29, 2017
- IV. FINANCIAL REPORT
Financial report for the Fiscal Year 7-1-2017 through 3-31-2018
Proposed Budget for Fiscal Year 7-1-2018 through 6-30-2019
Fee Schedule 7-1-2018 through 6-30-2019
- V. UNFINISHED BUSINESS
Report on Neighborhood Sign
- VI. NEW BUSINESS
Election of Directors for term April 2018 – April 2020
Affirmation of Park Rules for period 7-1-2018 through 6-30-2019
Affirmation of Trailer Rules for period 7-1-2018 through 6-30-2019
- VII. OLD BUSINESS
Enforcement of Declarations of Easements and Restrictions of Sunday Harbor
Community Association
- VIII. ADJOURNMENT OF BUSINESS MEETING
- IX. DISCUSSION FROM THE FLOOR

MINUTES

SUNDAY HARBOR COMMUNITY ASSOCIATION

ANNUAL MEMBERSHIP MEETING

April 28, 2018 – 10:30 A.M.– 12:00 Noon

PLACE: Blaine Public Library Meeting Room
610 Third Street, Blaine, WA

I. CALL TO ORDER

The Annual Meeting of the Members of Sunday Harbor Community Association was called to order at 10:33 a.m. by Vice President Sharon Hagen.

II. CONFIRM QUORUM

Dee Hibbeler, SHCA Secretary, confirmed that 10% (ten per cent) of 141 countable title holders (members), 17 were present and 2 proxies to meet a required quorum of 14.

III. ATTENDANCE

Nick Cummins, President	absent
Sharon Hagen, Vice President	present
Dee Hibbeler, Secretary	present
Tanny Tussing, Treasurer	absent
Tim Clark, Director	absent
Maria Wilson, Director	present
17 title holder members	present
Proxies – Harvey Wilson	Maria Wilson
Tannys Tussing	
Beverly Krider, Guest	present

IV. APPROVAL OF MINUTES

Dee Hibbeler moved to approve the minutes of meeting held April 29, 2017, as read by Shasta Pettijohn. Seconded. Carried

V. FINANCIAL REPORT

Dee Hibbeler moved to approve the financial report for the Fiscal Year 7-1-2017 through 3-31-2018 as read by Shasta Pettijohn in the absence of Treasurer Tannys Tussing. Seconded. Carried

Dee Hibbeler moved to approve the Proposed Budget for Fiscal Year 7-1-2018 through 6-30-2019. Seconded. Carried

Dee Hibbeler moved to set aside in the Legal Fund the amount of \$4,500.00 to pay the legal cost to Attorney Greg Thulin to rewrite the Declarations of Easements, Restrictions and Reservations of Sunday Harbor and the Bylaws. Seconded. Carried.

Dee Hibbeler moved to approve the Proposed Fee Schedule 7-1-2018 through 6-30-2019. Seconded. Carried

VI. UNFINISHED BUSINESS

Report on Neighborhood Sign

Dee Hibbeler reported that Nick Cummins had researched the possibility of installing a neighborhood sign at the entrance to the development. However, due to the fact the Association does not own the property where the sign would be installed, the county regulations and costs involved were prohibitive and the project had been discontinued by the Board of Directors.

VII. NEW BUSINESS

Election of Directors for term April 2018 – April 2020

Secretary Dee Hibbeler named the following nominees for Director for the term 4-28-2018 through 4-2020:

Sharon Hagen
Maria Wilson

Vice President Sharon Hagen called for nominations from the floor for Directors for the term 4-28-2018 through 4-2020. Hearing no nominations, Vice President Hagen declared the following elected for the term 4-28-2018 through 4-2020:

Sharon Hagen
Maria Wilson

Affirmation of Park Rules for period 7-1-2018 through 6-30-2019

Hearing no objections, the Park Rules were declared ratified.

Affirmation of Trailer Rules for period 7-1-2018 through 6-30-2019

Hearing no objections, the Trailer Rules were declared ratified.

VIII. OLD BUSINESS

Enforcement of Declarations of Easements and Restrictions of Sunday Harbor Community Association

Darrell Hubbs moved to support the Board of Directors in their efforts to enforce the Bylaws and the rules of the Declarations of Easements, Reservations and Restrictions by assessing the scheduled fines for violations. Seconded and carried.

IX. ADJOURNMENT OF BUSINESS MEETING

The business meeting was adjourned at 11:35 a.m.

X DISCUSSION FROM THE FLOOR

Discussion was opened by Vice President Sharon Hagen. The following topics were discussed

Various properties with obvious violations of the Declarations.

XI ADJOURNMENT

The meeting was adjourned at 11:55 a.m.

Dee Hibbeler
Secretary

**SUNDAY HARBOR COMMUNITY ASSOCIATION
PROPOSED BUDGET 7-1-2018 to 6-30-2019**

INCOME

Proposed dues \$100.00 per lot x 112 lots	11,200.00
From late fees and past year dues approximate	200
Surplus carry over from previous year	2,000.00
Savings	<u>3,000.00</u>
Total	16,400.00

EXPENSES

	<u>Annual</u>	<u>Monthly</u>	<u>Date Due</u>
Street lights 20 @ 12.15 mo.	2,916	243	Monthly
Annual Report – Sec of State	10		July
Liability insurance	1795		Sept
Accountant - Tax Prep - Bookkeeping	1,800.00	150	Monthly
	400		Sept tax prep
Declaration inspections	500		
Park maintenance	2,400.00	400	Monthly 6 mo
Clerical expenses	4,200.00	350	Monthly
Telephone, internet, office space, storage, computer rental, electricity, some misc supplies	1,200.00	100	Monthly
Taxes – Tract A (The Park)	300		Apr1/2-Oct 1/2
Office supplies (stamps, envelopes, Bank service charges, etc.	500		
P O Box rent	130		May
Transportation costs (@ \$0.45 per mile	<u>225</u>		
Total	16,376		

This budget is based on 100% participation by all member/owners

SUNDAY HARBOR COMMUNITY ASSOCIATION

P.O. Box 907
Blaine, WA 98231

FEE SCHEDULE

The following fees are in effect for the fiscal year July 1, 2018 – June 30, 2019:

ANNUAL DUES	\$100.00 per lot
LATE FEE FOR DUES 60 DAYS DELINQUENT	\$10.00 each time a past due statement is sent - 9/1/18, 11/1/18, 1/1/19, 3/1/19, 5/1/19, 6/30/19
INTEREST	10% of balance owed assessed annually for unpaid accounts
LIEN FEE	The account balance plus current lien filing fee charged by Whatcom County plus county lien release fee \$100.00 reasonable and necessary costs for the association to file a lien
RETURNED CHECKS FOR NSF	\$30.00 plus replacement with cashier's check or money order
REQUESTS FOR COPIES	\$.10 (ten cents) per page
FINES FOR VIOLATIONS OF DECLARATIONS	First notice – warning letter Second notice - \$25.00 Third notice - \$50.00 Fourth notice - \$100.00 Each notice thereafter the fine will be doubled until fine reaches \$1600.00 when a lien will be filed by the association attorney. Attorney fees will apply and the fine will continue at \$25.00 per day until paid.

Any payment, check or other form of payment, that is received by the Association for less than the full balance due on a member's account that is marked "paid in full" or contains a similar notation, or that is otherwise tendered in full satisfaction of a disputed amount will be returned to the remitter. If a check is received with less than the full amount due and not notated as indicated above, the check may be accepted in partial payment of the account. The balance remaining will continue to be billed to the member unless the member has received credit from the board of directors.