

MINUTES
SUNDAY HARBOR COMMUNITY ASSOCIATION

Board of Directors' Regular Meeting

Nov. 20th 2025, 6:30 PM

Blaine Library

1. **CALL TO ORDER:** Meeting called to order by President, Tim Clark at 6:34 pm
2. **ATTENDANCE: Present:** Tim Clark, President. Laurie Jones, Treasurer/Sec. Andrew Gamble, Vice-President, by phone.
Quorum was met.
No Guests were present today, other than Sieneke Stevenson, volunteer scribe and Tannys Tussing who is willing to be on the board.

Motion was made by Tim to appoint Tannys to the board, Andrew seconded it. Motion was passed unanimously.

3. **APPROVAL OF MINUTES: Board Meetings dated 9/18/25:** Tim motioned to approve the minutes, Laurie seconded. Approved unanimously.
4. **TREASURER'S REPORT (10 min)** (Including May financials that have been received by BBT&A)
 - Checking/Savings = \$ 13,158.00
 - Accounts Receivable= \$10,307 in reserves.
 - a. Expenses= \$120 for Park Mowing (final bill for the season)
 - PSE: \$111 for streetlights in September, \$143 in October.
 - Insurance is \$334 per month
 - Spark: \$560 per month. They are charging additional \$175 to prepare our tax return.
 - Thulin Law \$485 for a lien release.
 - b. Additional: 23 lots have not paid dues. 13 of those are only late for this year and could still be confusion over transition to Spark. Three e-mailings have been sent out about dues owes, but may be going to junk. The Association may need to send out their own letter via regular mail to ensure that people who owe their dues still, know for sure who Spark is and how to access the portal for payment.

5. NEW BUSINESS (20 min)

- A.** Laurie brought up that Spark has information on new laws for HOAs that are coming out next year. We will need to review our by-laws and ensure they are in compliance with the new laws, and rewrite those parts that aren't. We may need Spark to help advise us during this process. Request was made for Spark to post the information on the portal. Laurie will follow-up with them.
- B.** Tannys proposed moving the annual membership meeting to a Saturday morning in May, rather than in the afternoon. She feels more people might be able to attend then.
- C.** Tannys proposed reintroducing picnics in the park. We have not had one for 2 years but she would like to re-start them in the summer.

6. UNFINISHED BUSINESS:

- A. Follow up on status of the sign.** There is no longer a contract with the owner of Lot 1, for reimbursement of their dues to allow for placement of the Sunday Harbor sign on their fence. The owner would like a new contract and was invited to this meeting to discuss it. They didn't show. Discussion was held possibly proposing a flat reate for 5 years, along with a signed disclaimer that the HOA is not responsible for the fence maintenance. A 2% increase after that would be appropriate. Laurie will follow up.
- B. Follow up on park needs/maintenance.** A broken swing needs to be removed from the park. Tannys will ask her husband to fix it if possible. Monitoring of condition of equipment or trees will continue.

- 7. EXECUTIVE BREAKOUT SESSION (If needed):** (Overdue accounts and violations). No breakout session needed today. Spark will be handling any outstanding dues and accounts.

- 8. ADJOURNMENT:** Meeting adjourned at 7:50 pm

NEXT MEETING : Thursday 1/15/25 at 6:30pm, at the Blaine Library.