

MINUTES
SUNDAY HARBOR COMMUNITY ASSOCIATION

Board of Directors' Regular Meeting

Sept. 18th 2025, 6:30 PM

Blaine Library

1. **CALL TO ORDER:** Meeting called to order by President, Tim Clark at 6:30 pm
2. **ATTENDANCE: Present:** Tim Clark, President. Laurie Jones, Treasurer/Sec.
Absent: Andrew Gamble, Vice-President, although was briefly present by phone. **Quorum was met.**
No Guests were present today, other than Sieneke Stevenson, volunteer scribe.
3. **APPROVAL OF MINUTES: Board Meetings dated 7/18/25:** 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 = \$ 8,341 **as of 8/31/25**, plus another \$1,300
 - Accounts Receivable= \$10,293 in reserves.
 - a. Expenses= \$239 for Park Mowing,
 - PSE: \$121 for streetlights in May, \$107 in July, \$94 in August
 - Insurance is \$294 per month
 - Spark: \$560 per month
 - Final cost for BBT&A: \$944
5. **NEW BUSINESS (20 min)**

Discussion of dues notifications. Vote on waiving late fees. Due to an oversight by Spark, invoices had not been mailed out to all members on time. Late fees are being waived as a result, until 10/1/25. This has also resulted in fewer dues payments so far as compared to last year, but should pick up.

35 Members have signed up for the portal, 28 have signed up by email. Efforts will be made by Spark to ensure more participation in the portal.
6. **UNFINISHED BUSINESS:**
 - A. **Follow up on dumpster. (Andrew)** Andrew reported that the cost of renting a dumpster for temporary community use would be \$600-\$1000 depending on how much refuse is collected. Decision was made to table

this until the spring, after more dues are received so we have a better idea of the funds we have to work with.

B. Follow up on status of the sign. It remains unclear if a contract was ever signed with the previous owner of Lot 1, for reimbursement of their dues to allow for placement of the Sunday Harbor sign on their fence, but no reimbursements were made in 2023 or 2024 with the new owner, so it appears the contract is no longer in effect.

C. Follow up on park needs/maintenance. No maintenance needs at this time. 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 7:15 pm

NEXT MEETING : Thursday 11/20/25 at 6:30pm, at the Blaine Library.