



Sunlight Waters Country Club

Call to Order

July 13, 2024. The meeting of Sunlight Waters Country Club Board of Directors was held in the Clubhouse at 10:00 AM, with a remote option using Zoom.

Call To Order by the President at 10:05 AM.

Roll Call

Trustees present were Ed Gale (President), Brandy Lobdell (Vice President), Donna Mayo (Treasurer), Reza Shekarriz (Secretary), Dave Korpi, and Jerry Ihrke. A quorum was formed and present for the meeting to take place.

Agenda Approval

Ed leads the Sunlight Waters Board Meeting for the Month of July, discussing agenda approval, executive session, and foreclosure authorization. Agenda approved after addition of two line items: Strategic planning committee and road bids.

Meeting Minutes

There was a motion to approve the minutes of the previous regular board meeting of May 11, 2024, seconded, and passed.

Treasurer's Report

The treasurer provided an update on the accounts, including discrepancies in the report of an excess of funds transferred to the bridge account. Donna and Erin will verify totals for 2023 and 2024.

Dates 6/03/24 thru 6/30/24- TOTAL BALANCE FOR JUNE 2024 \$309,449.76

XXXXXX6246 Business Checking. General account.

Previous Balance 38,585.92 Current Balance 35,871.32

Deposits/Credits 6,007.79. Checks/Debits 8,722.39

XXXXXX6253 Business Checking. Debit card account.

Previous Balance 1,593.42 Current Balance 677.43

Deposits/Credits .00 / 14 Checks/Debits 915.99

XXXXXX5936 Business Savings. Bridge Account.

Previous Balance 24,256.11 Current Balance 24,257.04

2024 Interest Paid 4.97

Deposits/Credits .00 /11 Checks/Debits. Percentage Yield Earned 0.05%

XXXXXX0743 Business Savings. Regular Savings account.

Previous Balance 149,079.76 Current Balance 149,085.48

Deposits/Credits .00 Checks/Debits .00

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Annual Percentage Yield Earned 0.05% 2024 Interest Paid 29.78

XXXXXX9479 Business Savings. RESERVE

Previous Balance 99,554.67 Current Balance 99,558.49

Deposits/Credits .00 Checks/Debits .00 Average

Annual Percentage Yield Earned 0.05% 2024 Interest Paid 22.49

Facilities' Manager Report

Correspondence

Special assessment checks are coming in and to date, 19% of special assessment dues have been received.

Accounts in Arrears / Liens / Collections

33 accounts in arrears, down from 44 in May, total \$46,386 and going down as we speak.

Enforcement of CCR's / Bylaws

Nothing new to report and no complaints to take care of.

Foreclosure Update from Attorney

Email sent to the board requesting decisions. Delinquent accounts will be discussed during the Executive Session. Approval of the actions to be taken by the attorney will take place during the open session at the end of this meeting, today.

Old Business

Committee Reports

Community (Brandy): Nothing to report.

Roads (Mike):

- Roads: Huge thank you to Tom and Sammy for doing the road patches. Extra cold patch is in the Baker Building. Mike also forwarded to everyone the 2 bids for chip seal repairs and chip seal of the entire road for Twin Lakes. He also asked American Rock Products for an asphalt overlay bid.
- Signs: Nothing to report.
- Bridge: 6 contractors were sent the RFP, and 2 contractors have declined to bid. 3 contractors have not responded by either email or phone. 1 contractor has called back, they could get us a bid by October.

Dam (Doyle): All water levels have been great this summer and reports are taken care of for the DOE. No update on fish stocking.

Pool (Donna): It is open, and the water is warm and great. Issues with depth markers that need to be taken care of. Jerry would like to add to New Business in future meetings to talk about how to manage the underground water that is posing a threat to the lining.

Governance (Jerry): No meeting last month. Reza will include changes proposed by Donna in the SWCC General document and will circulate for Board approval and dissemination to the community.

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Audit Update

Donna indicated that Newman CPA has not yet responded with status on the ongoing audit. The plan is to move forward by continuing to contact them until we get a response.

Updates on Document Scanning and Historical Documentation

Jeannine emailed the Board that she has completed scanning of the paper files from the SW office and uploaded them to SharePoint. At this point, *almost all* pre-existing paper files have been scanned, renamed and PDF-edited, then uploaded by year and type.

They can be found in the **Digital Conversion** sub-site of the SWCC SharePoint. Key to the office was passed on to Lydie who will pass on to Donna. Thank you, Jeannine, for your service.

Firewise

Mike and Reza will have offline discussions on how to proceed.

Caretaker Vehicle Pad

Jerry has invited 4 contractors to bid, two of which have so far refused to work on this project. The project has turned out to be more complex than initially thought. No bids have been received yet.

Shower-room Rehabilitation

Jerry provided an update, in that there is no need for a permit according to Kittitas County building department. He provided to Ed 3 invoices for almost \$6K of material for this project and he is authorized to proceed with completing the work. He will also work on installing the outside shower as soon as possible.

Baker Building Roof Contract

Jerry has submitted a preliminary site assessment to the county. Jerry will get bids for roof with and without overhangs on the roof. Brandy will share the name of an additional contractor for getting competitive bids.

Bridge Update

Dave stated that USBR still is developing and reviewing the crossing agreement. There is no current estimate for completion.

Pool Project Design

Nothing to report.

Bridge Project Design

Dave reported that funding for this is included in our reserve study, as is the Pool Project Design. Need to figure out the financial mechanism of paying for this and the pool project design. Motion was proposed, seconded and passed that Dave to prepare a written proposal for bridge project by August meeting for review and discussion.

New Business

Document Scanning Next Steps

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There is a small pile of papers on the back desk in the small room that need to be filed into the Issues folders and Finances binders. Lydie is willing to help with that and any additional volunteers are welcome.

Moving to Microsoft TEAMS for Meetings

Ed wants to move to the TEAMS software. We anticipate \$300 savings by not having to pay for ZOOM. Motion was presented, seconded, and passed to get TEAMS and drop ZOOM.

Upgrading the internet at the clubhouse

No problem currently with the internet. Motion to create a guest access to the internet and the motion passed.

Starting a research project on an electronic HOA software platform

Motion made and seconded: Ed to start and to do the research project on online HOA software platform. Motion: passed.

Member Open Floor

- Tom: Low community participation is creating a gap between the community and Board.
- Sammy: Clarification on how the budget approval process works and legal obligations in following the process.
- Farid: Speed limit enforcement. (1) formal complaint; (2) potential mitigation through speed bumps.
- Lydie: Lake water quality to be shared with the community.

Executive session

Discussion about authorizing attorneys to foreclose on lots that are in arrears.

Return to Regular Session

23G2 - motion to authorize last chance letter - motion passes

15 & 24B1 - motion to authorize foreclosure proceedings - motion passes

44 & 45B1 - motion to authorize last chance letter - motion passes

49 & 50B1 - motion to authorize 2nd last chance letter - motion passes

Adjournment

The meeting was adjourned at 1:05 PM.

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Revision History

07/13/2024	Recorded by Reza
07/13/2024	Donna reviewed and edited.
07/14/2024	Dave reviewed and edited.
07/16/2024	Reza reviewed, accepted edits by Donna and Dave.