

**Sudden Valley Community Association
Board of Directors Meeting Minutes
Tuesday, January 28, 2014
Adult Center
7:00 PM**

In Attendance:

Carol Bauman, Vice President
David Narsico, Secretary
Mitch Waterman
Tammy Woodin
Carol Houlton
Melissa Lange
Tom Doll
Leslie McRoberts, N&E Chair

Excused Absence: Larry Brown, President
George Shaffner, Treasurer
Jo Jean Kos, ACC Chair

Staff: Jeff Schlaack, General Manager
Michelle Miller, Accounting Manager
Rachel Bowers, Administrative Specialist

Community Members: 7

Pre Meeting: Managers of the new community garden are seeking guidance from the Board of Directors and asked to be added to the agenda for February 13th.

- I. Call to Order**
The meeting was called to order at 7:02PM.
- II. Roll Call**
- III. Adoption of Agenda**
 1. Additions: Speeding Issues
 2. Additions: Policy of who responds to emails.
 3. Deletions: Clubhouse Roof Repair.
- IV. Announcements**
 - A. The Board has been invited to a Friends of the Sudden Valley Library event this weekend.
- V. Approval of Minutes and Voting As Necessary**
 - A. Board of Directors Meeting Minutes, December 12, 2013, has been tabled.
 - B. Board of Directors Meeting Minutes, January 7, 2014, has been tabled.
- VI. General Manager's Report**

GM Schlaack commented that he would like to change his GM reports to be at the last meeting of each month. The Mid Barn Bridge repair will begin on February 7th. The anticipated soft opening date for the YMCA is February 17th. There will be two YMCA meetings, February 5th and 10th for community members to learn more about the benefits and programs for Sudden Valley. Director Lange commented on the issue of

speeding as she has been contacted by several concerned moms in the community. GM Schlaack reported that there should have been a letter sent to the Sheriff's department to follow up on getting more of a police force out in Sudden Valley. There was discussion on 17A Little Strawberry Lane, a home in Sudden Valley that is destroyed, and GM Schlaack is working with our lawyers to do something about this. There was also discussion that if something is not on the agenda two days in advance it cannot be voted on as it needs to be disclosed to the community. EMB is working on new light fixtures for the parking lots and possible options will be brought to the Board. Pug Edmonds from the Finance Committee is working on a detailed plan for culverts and paving areas for a 2014 Recommendation. PSE has a rebate program for light bulbs that we are eligible for.

VII. Treasurer's Report

A. Capital and Expense Requests

B. Finance Committee

1. 2014 Roads Plan

Director Waterman is awaiting more feedback from EMB regarding a 3 year plan for maintenance (GM Schlaack commented that while we have a lot of individuals that want to participate, staff is scarce and overloaded with work already and projects from the Board are extra and take more time. A lot of the information had to be changed from the reserve study which took time. Director Bauman commented that dates should be set and that it should be talked about on a Finance Committee level. There is a board meeting coming up on February 6th for Goals and Objective setting for 2014.

VIII. Committee Reports and Voting as Necessary

A. Architectural Control

1. New Member: Kathryn Finn

The new ACC member was approved.

B. Communications

1. Minutes, January 6, 2014, were accepted as submitted.

C. Document Review

D. Emergency Preparedness

Director Houlton added Mitch Waterman as a member of the 2014 Emergency Preparedness Committee. The next meeting is Tuesday, February 4th at 8:00AM.

E. Nominations and Elections

There was a meeting this week with a discussion about bylaw changes that will be brought to the Board soon.

F. Strategic Planning

1. Notes

There was a meeting this month and the results of the AGM survey were discussed in detail. A great deal of the responses came from retired residents, and there was discussion about whether the survey results are valid for structural decision making. Tom requested comments on strategic priorities from the Board via email to move forward.

IX. Continuing Business and Voting as Necessary

A. 2014 Goals and Objectives

The Board will sit down with EMB for the purpose of crafting these on February 6th. Goals, objectives, and priorities should be combined. Director McRoberts commented that there was past discussion about a Board evaluation.

X. New Business and Voting as Necessary

A. Emergency Information Systems

This item will be coming in the future to ask the Board's approval for the radio system. The radio information will be updated daily by security. The equipment will need to be added to the reserve study.

B. Associa Website

There was a C3 briefing this week. There are a lot of benefits and could eliminate a lot of the navigation issues from our current website. There is no cost for the new website with our contract, and the website is customizable.

MOTION: Moved that the Board accept the new website for Sudden Valley. Motion was seconded. Rochelle Waller reported that the website could be up and running in 2-3 weeks. Director Waterman would like to see the site in beta test mode. There was discussion about the process of keeping up the site. The motion was approved unanimously.

C. Coffee Shop Business Plan

There has been discussion about the success of the coffee shop, and it has been decided to close down the coffee shop for at least a month for reevaluation.

MOTION: Moved to close down the coffee shop for at least a month to set up a business plan with the possibility of reopening. The motion was seconded. The motion was approved unanimously.

D. Email Communication

When emails come to the Board and there is no response it is an issue. There needs to be someone designated to respond to community emails. This has been an issue with the current website in how to communicate to the Board of Directors. There was discussion that there is not currently a written process for responses and a framework needs to be set.

XI. Property Owner Comments

- A. A member clarified who receives individual emails and expressed concern with the house on Strawberry Lane.
- B. A member commented that he would like to see the security department be able to issue traffic citations like the county sheriff can. GM Schlaack responded that we would have to get all of the right equipment and licensing. There was discussion about traffic cameras to help regulate this.
- C. A member was concerned about the instructors that don't work for the gym that hold classes in the Adult Center. She asked if the YMCA customers have enough interest in the classes they will be able to remain. There was discussion about lease options of the Adult Center with the YMCA contract. Classes can continue as long as they are not competing with the classes that the YMCA offers. Director Houlton clarified that Silver Sneakers is a program that gives you a perk on your insurance costs. This facility has not yet been approved by Silver Sneakers and must be looked at first by Silver Sneakers.

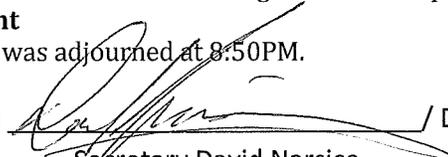
XII. Board Comments

- A. Director Lange commented about looking into speed enforcement during the mornings when kids are waiting at the bus stop.

XIII. Adjournment

The meeting was adjourned at 8:50PM.

Board approved


Secretary David Narsico

Date April 16, 2014