



SHERWOOD FOREST COMMUNITY CLUB BOARD MEETING MINUTES

DATE: July 19, 2018

TIME: 7:00 p.m.

LOCATION: Solis' residence

- I) Call to Order: The June SFCC board meeting was called to order at **7:06 pm by Janet and seconded by Emmanuel**
- II) Attendees: **Nicole Kim, Janet Castaneda, Lee Sargent, Patrick Tousignant, John Haro, Ken Schiring, Emmanuel Solis.**
- III) Minutes from previous meeting(s):
 - a) Minutes for the meeting held on **June 21st, 2018** were reviewed at the meeting.
Motion to **approve** the minutes **by John and second by Ken.**
- IV) Treasurer's Report: The report as of **June 30th, 2018** was presented and reviewed during this meeting. **66 residences have paid dues as of today.**
 - i) Budget overview: **Checking account: \$1,923.57 | Saving account: \$2,238.11**
 - ii) Dues update: No changes.
 - iii) Payments: \$96.00 PO Box yearly rent and \$10.00 Secretary of State fee
 - iv) Reimbursements: None
 - v) IRS status: The Annual Report 990-N must be filed with the IRS every year (electronic process), and is current (next renewal is Oct'18)
 - vi) Monthly reports: Reminder to make a transfer every 6 months to keep online access to the savings account active, otherwise, they will deactivate for inactivity.
 - vii) Motion to approve Treasurer's Report: Motion to **approve by Emmanuel and seconded by Patrick.**
- V) Committee Reports
 - a) Communications:

Update: The Spring Newsletter issue was printed and delivered.
Action Item: Summer Newsletter to cover 5 topics: Sears, Trees update, COB walk, Covenant and Treasurers report. Articles by July 27th. Newsletter for distribution by Aug 4th. **Janet** to update the website with the Newsletter
Emmanuel to update the website with the news and links from all relevant topics.
 - b) Traffic/Transportation:

No update.
Action item: **Kurt** to check how expensive is to rent equipment to collect traffic data on 164th street.
Goals: Work with Interlake Highschool to find a solution to the parking issue around Sherwood Forest.
Action Item: **Emmanuel** will get a contact and send a reminder: Interlake High School is willing to send email about parking restrictions or post communications, but they cannot change their parking arrangement.
 - c) Land Use:
 - i) Trees:

No updates.
 - ii) BTC:

A fence was recently installed and is unclear the process BTC followed to get this approved. We don't oppose but we want to make sure they follow the proper process.
They continue clearing the south area, now you can see thru the woods.
 - iii) Sears:

Meeting held on July 18th. About 80% comments were about traffic. Residential Redmond is not too concern about this project because is far for them. This project is mainly affecting Bellevue, but the cities are not collaborating effectively



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d) Covenants:

Email received from block 1 asking SF position regarding people building 2-story homes. The response included the covenant attached and a suggestion to follow the process with the division if they are trying to make changes.

Previous discussion on Covenants:

We received a call from an architect asking if the covenants are enforceable. Kurt addressed the questions. Kurt will write a letter of confirmation to keep evidence that he was notified.

John has a copy each of the plats for each of the divisions of SF – for 1st and 2nd division we have the plats that were used on the covenants.

John has the numbers of the deeds – but he needs the covenant number to request the plats.

Action item: John is in the process of collecting updated covenants for each division. He will review the website to make sure the information is updated.

e) Emergency Preparedness:

Update: no update.

Action items: Get basic emergency kits for block reps. Perhaps SFCC funds can be used to acquire them.

To make a directory tools available at SF that can be borrowed in emergencies (Example: generators, saws, etc).

Action item: Emmanuel to invite Joseph Joy to talk in one of the board meeting and give us tips.

Map people who is trained – in case of an emergency occur. Identify who has tools, generators, medical kits, etc.

f) Block Watch:

Reminder not to leave the windows open during the summer time – we will include in the Newsletter.

g) Neighborhood Enhancement: Open chair and volunteers needed for this committee.

VI) Other Business

Patrick went over some of the boxes. He scanned sample documents using a program (OCR) that can search words on scanned documents. An index needs to be created so we can do a quick search.

Duplicates are being put aside, not disposed yet.

Action item: Patrick need a scanner with easy feeder to speed up the process. The plan is to test if this system is worth and perhaps investment on a scanner/printer for the SFCC instead of paying the rental fee.

We need to spend on the OCR subscription to scan the docs. The estimate is about \$40.00 for what we need scanned.

Some of the documents refer to “places” that don’t exist anymore – Patrick needs help sorting the documents, John, Ken and Kurt can help.

vii) Old Business –

Lead a presentation from COB/Transit department at Interlake High School – Kurt & Traffic Committee (pending)

Tree Ordinance for Bellevue – All – guided by John & Patrick (in process)

Research about basic emergency kits for block reps – Emmanuel & John – pending

Meeting with Block Reps - Emmanuel

Make a directory tools available at SF that can be borrowed in emergencies – block reps | Emmanuel

Invite Joseph Joy to attend block reps meeting and speak about CERT tips – Emmanuel

Scan SF history (boxes) he is doing an inventory of what we have – Patrick

Put together the meeting minutes and agendas from previous years – Janet to request from Chandana

Ideas to get the community together – all

SF Welcome package – Regi & Janet

Meeting adjourned at: 8:07 p.m.

Next Meeting: September 20th, 2018

Minutes approved by the Board:

President or Secretary

Date: _____

Sep, 20th 2018

Sherwood Forest Community Club
 TREASURER'S REPORT
Bank Statement Range 6/1/2018 - 6/30/2018
 Prepared by Lee Sargent on 7/19/2018

Current Statement Balances of accounts at Washington Federal Savings & Loan

Checking	as of 6/30/2018	\$ 1,923.57
Savings	as of 6/30/2018	\$ 2,238.11
TOTAL		<u>\$ 4,161.68</u>

June 2018 Bank Activity

Date	Description	Checking	Savings	Balance
6/1/2018	Starting Balance	\$ 1,883.57	\$ 2,238.11	\$ 3,366.67
6/20/2018	Deposit	\$ 40.00	\$ -	
6/30/2018	Ending Balance	\$ 1,923.57	\$ 2,238.11	\$ 4,161.68

Dues-Donations Deposit Log

Date	Name	Address	Type	Amount	Recv Date
6/20/2018	Sherwood Forest Resident	16224 NE 28th ST	dues	\$10.00	6/1/2018
6/20/2018	Sherwood Forest Resident	15902 NE 27th Pl	dues	\$10.00	5/31/2018
6/20/2018	Sherwood Forest Resident	2431 160th Ave NE	dues	\$10.00	6/1/2018
6/20/2018	Sherwood Forest Resident	2424 162nd Ave	dues	\$10.00	6/8/2018
Transactions Total				\$ 40.00	

There are currently 66 residences that have paid dues for this year.