



SHERWOOD FOREST COMMUNITY CLUB BOARD MEETING MINUTES

DATE: September 20, 2018

TIME: 7:06 p.m.

LOCATION: Solis' residence

- I) Call to Order: The September SFCC board meeting was called to order at 7:06 pm by Janet Castaneda and seconded by Emmanuel Solis
- II) Attendees: Lee Sargent, Patrick Tousignant, Ken Schiring, Kurt Howeler, Emmanuel Solis and Janet Castaneda
- III) Motion to approve minutes from previous meeting(s):
 - a) Minutes for the meeting held on July 19, 2018 were reviewed and signed at the meeting. Motion to approve the minutes by Patrick and second by Lee.
 - IV) Treasurer's Report – The report as of Aug 31, 2018 was presented and reviewed during this meeting. 3 checks pending to deposit, Ken pending to deliver 2 more checks. 67 neighbors have paid their dues. The bank requires \$500.00 on the checking account to avoid fees. The checking account was set back to the minimum limit to avoid fees.
 - a) Budget overview: Checking account: \$448.57 | Saving account: \$3,778.65
 - b) Dues update: \$30.00 received.
 - c) Payments: \$5.00 service charge.
 - d) Reimbursements: None
 - e) 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) **Emmanuel pending to work with Lee on the IRS renewal.**
 - f) Monthly reports: Reminder to call the bank every 6 months to keep the online access to the savings account active, otherwise, they will deactivate for inactivity.
 - g) Motion to approve Treasurer's Report: Motion to approve the treasurer's report by Janet and second by Emmanuel.
- V) Committee Reports
 - a) Communications:

Update: Is time to work on the Newsletter with the Annual Meeting information and ballot. Open positions to advertise: Secretary and Vice President. The information will be posted on Nextdoor and confirmed via email. The website will be also updated with the convocation.

Action Item: To have the Newsletter ready by Sep 30th and ask for block reps participation for the distribution.
 - b) Traffic/Transportation:

Update: The city is pending to provide Kurt the current information for traffic on 164th, not received yet. One lighting system installed on 164th and 30th so now they have 2 lights on that intersection.
 - c) Land Use:
 - i) Trees: We are down 4 more trees on 161st Ave.

Action Item: We need to get working on the welcome letter to share our history, our values and our care for trees.
 - ii) BTC:

Trash accumulating in the property. Overflow trash can. We can point that out during the walk with COB next Saturday.

A fence was recently installed and is unclear the process BTC followed to get this approved.

No updates. We need to dig on COB records to see how BTC got the permit to install the fence. We do not oppose but we want to make sure they follow the proper process.

Sears:
Another meeting was held. 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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iii) Covenant:

Several Sherwood Forest residents have been contacted by developers seeking to buy their properties and develop larger/possible second stories family homes. They have been asked (sometime tread) to sign a letter to eliminate the covenants standing for the area. We are not aware they have collected the required signatures to eliminate the covenants.

Action Item: Target to promote people on the affected area to come to the Annual Meeting to know their options and be informed

Previous discussion on Covenants:

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

Action item: To collect updated covenants for each division and update the website before the Annual Meeting.

d) Emergency Preparedness:

Update: no update.

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

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

Invite Joseph Joy to talk in one of the board meeting and give us tips.

Map people who are trained – in case an emergency occurs. Identify who has tools, generators, medical kits, etc.

e) Block Watch:

No update

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

VI) Other Business

We need a scanner to keep record of SFCC documents currently archived in boxes - There is a program call (OCR) that can search words on scanned documents. An Index needs to be created so we can do a quick search. We should consider investing on this tool for our documents. Duplicates are being put aside, not disposed yet.

Action item: We need to invest 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 are no longer active – Patrick need help to sort the docs
John, Ken and Kurt might be able to help.

vii) Old Business – (Not discussed this meeting)

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 – bock reps | Emmanuel

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

Scan SF history (boxes) and organized the information we have to make it accessible – Patrick

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

Ideas to get the community together – all

SF Welcome package – Emmanuel & Janet

NEW BUSINESS –

COB walk on 9/22/2018 New area plan. Planning department & Transportation department will be coming too.

VIII) PENDING TASKS AND RESPONSIBLES

Meeting adjourned at: 8:26 p.m.

Next Meeting: Regular meeting on October 18, 2018 | Annual Meeting: October 25, 2018



SHERWOOD FOREST COMMUNITY CLUB
BOARD MEETING MINUTES

Minutes approved by the Board:

A handwritten signature in black ink, appearing to be "John J. [unclear]".

President or Secretary

Date: _____

Oct 18th, 2018

Sherwood Forest Community Club
 TREASURER'S REPORT
Bank Statement Range 7/1/2018 - 8/31/2018
 Prepared by Lee Sargent on 9/20/2018

Current Statement Balances of accounts at Washington Federal Savings & Loan

Checking	as of 8/31/2018	\$ 448.57
Savings	as of 8/31/2018	\$ 3,778.65
TOTAL		<u>\$ 4,227.22</u>

July 2018 - August 2018 Bank Activity

Date	Description	Checking	Savings	Balance
7/1/2018	Starting Balance	\$ 1,923.57	\$ 2,238.11	\$ 4,161.68
7/1/2018	Interest	\$ -	\$ 0.54	
7/13/2018	Transfer to Savings	\$ (1,500.00)	\$ -	
7/13/2018	Transfer to Savings	\$ -	\$ 1,500.00	
7/19/2018	Deposit	\$ 30.00	\$ -	
7/19/2018	Transfer to Savings	\$ -	\$ 40.00	
8/1/2018	Service Charge	\$ (5.00)	\$ -	
8/31/2018	Ending Balance	\$ 448.57	\$ 3,778.65	\$ 4,227.22

Dues-Donations Deposit Log

Date	Name	Address	Type	Amount	Recv Date
7/19/2018	Sherwood Forest Resident	16242 NE 30th ST	dues	\$10.00	6/11/2018
7/19/2018	Sherwood Forest Resident	2715 164th Ave NE	dues	\$10.00	7/1/2018
7/19/2018	Sherwood Forest Resident	2444 161st Ave NE	dues	\$10.00	6/20/2018
Transactions Total				\$ 30.00	