



# SHERWOOD FOREST COMMUNITY CLUB

## BOARD MEETING MINUTES

DATE: August 15, 2019

TIME: 7:00 p.m.

LOCATION: Solis' residence

- I. Call to Order: The August SFCC board meeting was called to order at 7:06 pm by Emmanuel and seconded by Janet.  
Attendees: Lee Sargent, Patrick Tousignant, Ken Schiring, Mrs. Schiring, Janet Castaneda and Emmanuel Solis
- II. Motion to approve minutes from previous meeting(s):  
Minutes for the meeting held on July 18, 2019 were discussed the approval was postponed for next meeting. Motion to approve by Emmanuel and second by Lee.
- III. Treasurer's Report – The report as of 07/31/2019 was presented and reviewed during this meeting. Checks pending to post: none.
  - a) Budget overview: Checking account: \$522.57 | Saving account: \$3,817.31
  - b) Dues update: \$10.00 dues and 3 donations received.
  - c) Payments:
  - d) Reimbursements:
  - 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'19)
  - f) Monthly reports: No minimum balance required. No need to call the bank to maintain the online access active.
  - g) Motion to approve Treasurer's Report: Motion to approve the treasurer's report by Emmanuel and seconded by Patrick.  
**Update**: The website payment can only be done via credit card or PayPal, they don't accept the debit card.  
The payment will be due in September. \$18.00 USD for the domain and \$48 for the account.
- IV. Committee Reports
  - a) Communications:  
Action Item: Ice-cream social project for the Summer or the weekend after Labor Day.  
**Update**: Email sent to block reps to see if they are interested. We received one response.  
Idea to put flyers inviting people to participate in our clubs. Also use flyers to advertise the ice cream social. Put yard signs to advertise the event.  
We need to book Interlake library for the Annual Meeting.  
We need to prepare materials to advertise the committees and the blocks reps we need during the Social.
  - b) Traffic/Transportation:  
Update: 24<sup>th</sup> street is now zone for residents use only.  
**Action Items**: Will ask Nicholas Matts for information about any proposed land use for this area. (John)  
Patrick to send the map of this location to John.  
Pending to ask status from Karen on the petition to implement restricted parking for residents on 160<sup>th</sup> St.
  - c) Land Use:  
**Trees**: No update.  
**Action items**: Keep an eye on communications from COB.  
**BTC**: No update. City Council is on break.  
**Action items**. A summary blog about BTC application and results will be posted on the website (Emmanuel).  
**Covenant**: No update. The 2019 were update for Robinson and Steward was uploaded to the website.  
**Action items**: None.
  - d) Emergency Preparedness:  
Update: Proposal to find people interested to join the CERT program.  
Create an inventory of people willing to lend tools to neighbors.  
**Action items**: Prepare information to share with the neighbors during the ice-cream social.



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e) Block Watch:

Update: Report of a car break- in on 28<sup>th</sup> street.

**Action Items:** n/a

f) Neighborhood Enhancement:

Update: No update.

**Action Items:** n/a

g) Other Business:

Patrick finished scanning all the official documents. Next step is to scan letters.

Emmanuel to send the link to OneDrive to Patrick to start uploading the scanned documents.

Patrick to research the software for quick search.

V. Old Business:

VI. PENDING TASKS AND RESPONSIBLES

- a) Organizing a summer event in the neighborhood. Email the block reps and let them know funds are available for an ice-cream social weekend. Reimbursement available up to \$100.00.- Emmanuel & Janet
- b) Finding block reps for the missing areas.
- c) Tree Ordinance for Bellevue – All – guided by John & Patrick (in process)
- d) Research about basic emergency kits for block reps – Emmanuel & John – pending
- e) Meeting with Block Reps - Emmanuel
- f) Make a directory tools available at SF that can be borrowed in emergencies – bock reps | Emmanuel
- g) Invite Joseph Joy to attend block reps meeting and speak about CERT tips – Emmanuel
- h) Scan SF history (boxes) and organized the information we have to make it accessible – Patrick
- i) SF Welcome package – Emmanuel & Janet
- j) We need to find block reps for the missing blocks.
- k) We need to make the SFCC email address list work; the server is currently reporting the email as spam.

**Meeting adjourned at:** 7:45 p.m.

**Next Meeting:** September 19, 2019

Minutes approved by the Board:

\_\_\_\_\_  
President or Secretary

Date: Oct 17<sup>th</sup>, 2014

Sherwood Forest Community Club  
 TREASURER'S REPORT  
**Bank Statement Range 7/1/2019 - 7/31/2019**  
 Prepared by Lee Sargent on 8/14/2019

Current Statement Balances of accounts at BECU

Checking	as of 7/31/2019	\$	522.57
Savings	as of 7/31/2019	\$	3,817.31
<b>TOTAL</b>		<b>\$</b>	<b><u>4,339.88</u></b>

July 2019 Bank Activity

Date	Description	Checking	Savings	Balance
<b>7/1/2019</b>	<b>Starting Balance</b>	<b>\$ 992.57</b>	<b>\$ 3,317.01</b>	<b>\$ 4,309.58</b>
7/17/2019	deposit	\$ 30.00	\$ -	
7/17/2019	Transfer from Checking to Savings	\$ (500.00)	\$ -	
7/17/2019	Transfer from Checking to Savings	\$ -	\$ 500.00	
7/31/2019	Interest	\$ -	\$ 0.30	
<b>7/31/2019</b>	<b>Ending Balance</b>	<b>\$ 522.57</b>	<b>\$ 3,817.31</b>	<b>\$ 4,339.88</b>

**Dues-Donations Deposit Log**

Date	Name	Address	Type	Amount	Recv Date