

Sunset Beach Improvement Association 2023 Annual Business Meeting Minutes

September 3, 2023 (In person at 1 Gray Way)

The annual Sunset Beach Improvement Association meeting was called to order by Patty Kaiser at 11:56 A.M. on Sunday, September 3, 2023.

Board Members Present:

Patricia Kaiser (President), Suzie Yost (Treasurer), Mark Elliott, Chris Frazier, Sam Singer, and Chris Vanni

Not present: Karl Simmons

Welcome and Opening Remarks:

Patricia introduced current SBIA board members and welcomed and thanked the community for attending.

Review and Approval of 2022 Meeting Minutes:

No reading of the minutes. They were previously emailed and posted to the website. No questions. The minutes were approved unanimously (1st Motion Leon Mattingly 2nd Motion Betty Stone)

Expression of Gratitude:

Patricia warmly thanked the community for 98% participation in the special assessment.

Jim King was thanked for maintaining the emergency road (a comment was made it ought to be named "King Way")

Sam and Kren Rassmussen were thanked for the festive and beautiful 4th of July decorations throughout the neighborhood.

Announcements:

New email address: sunsetbeach95076@gmail.com

Zelle can now be used for SBIA payments

Treasurer's Report and 2023-2024 Proposed Budget: *see addendum

Suzie presented the Treasurer's Report.

Some bills have not yet been received: bills for road and path project and some bills from Jose'.

If there are no unexpected costs, there will be 2000 left in surplus and will be put into the capital fund for future road work and/or stair repair and maintenance.

Insurance for common spaces and the roadway didn't go up much in 2022-2023.

There was some discussion why the 2023-2024 budget for insurance was higher than the 2022-2023 year, and Suzie replied that liability insurance rates are expected to increase.

Betty Stone inquired if 50 dollars was sufficient for postage/ mailing costs. Suzie replied that she donated any costs that went over 50 dollars, and that 2022-2023 was a special year with so many projects.

The budget for 2023-2024 was approved unanimously (1st motion Betty Stone, 2nd motion Adam Kaiser).

Recap of the Board's 2023 Accomplishments:

Mark shared some the (many) accomplishments of the board in the last year:

- Inducted 2 New Board Members-- Chris Vanni and Chris Frazier
- Maintained all SBIA Accounts and successfully expanded payment options for homeowners by integrating Zelle, streamlining and enhancing the convenience of transactions
- Collected, updated and published Owners Directory
- Contributed to Christmas decoration efforts, creating a festive spirit through the community and spreading holiday cheer, thanks to the generosity of Kren Rasmussen and Sam Singer
- Orchestrated and participated in a successful Spring Cleanup, fostering community involvement and enhancing the overall appearance of our neighborhood
- Trimmed Trees on Sunset Beach Road and on Emergency Access Road
- Published several neighborhood Newsletters (thank you Luci Weinstein and Adam Kaiser)
- Met with a variety of vendors to solicit competitive bids, followed by the successful execution of the comprehensive repair and resurfacing project on our path to the beach, enhancing safety and aesthetics for all residents

- Spearheaded email communication and execution of a Special Assessment initiative for essential road and beach path enhancements, achieving over 98% homeowner participation
- Completed repair and resurfacing of asphalt Path to the Beach
- Measured and laid out plans for future rebuilding of stairs to the beach
- Updated and added a documents page to the SBIA website which now includes all meeting Minutes
- Assessed the viability of transitioning into a County Service Area (CSA), deciding not to pursue that path at this juncture due to cost considerations
- Reviewed and renewed Insurance Policies
- Prepared and organized for Annual Meeting and BBQ to celebrate resurfaced beach path
- Reviewed Bylaws for Annual Meeting and future vote

Mark Shelley reminded everyone that we also have an ADD in the community. Kevin Walsh offered to help with training with the ADD. Patricia thanked Adam for building the new storage container for the ADD on the back side of the Little Library.

Sam remarked that the SBIA had done so much more in addition to this list of accomplishments and thanked everyone for all of the time they put in.

Road Slurry Project Update by Suzie:

Suzie reminded residents that the roads will be closed on Monday, Sept. 18th 2023 from 7:30 AM to 6:30 PM. She also asked that owners who rent to inform their tenants of the road closures.

Jose will trim back vegetation around the roads in common areas and owners need do the same.

She mentioned the potential slurry sealing of the beach pathway and a modification near the drain to increase safety and the adding of taller retaining boards to help keep sand off the pavement.

Green Waste usually comes on Mondays, but will come Friday 9/15 rather than Monday 9/18. Green Waste will resume normal service Monday 9/25.

She reminded residents to not to schedule package delivery on 9/18. When asked, the State Park kiosk said it would not hold packages for Sunset Beach residents that day.

Patricia said she would sit at the entrance of the road that day.

There was a walk through of the neighborhood to identify low spots that need patching.

The slurry is essential to maintain roads and keep water from getting into cracks and protect the surface. It should be done every 5-7 years to preserve the roads.

SBIA Bylaws Revision Mark, Chris F. and Chris V.:

The biggest reason to change the Bylaws is to reduce the number of SBIA board members from 7 to 5. This will require a full membership vote.

Chris F. reported that the language in the Bylaws needed to be more consistent, such as using the same voice and language and terms throughout, and that there were typos that need to be corrected.

The vote will be conducted by mail and proposed changes will be red lined and distributed for review. It should arrive a month or so in the mail.

Betty Stone inquired who was leaving the SBIA Board, and Patricia answered that she and Sam were leaving the board as their terms are over.

Betty Stone stated the number of board meetings a year, four (quarterly) is not a huge time commitment, to which Patricia, Sam, and Suzie responded that the commitment did indeed require a lot of time, and the SBIA board had even discussed hiring a management company to help with the many tasks it oversees, including responding to over 1800 emails so far just this year (2023) and overseeing major projects, like the slurry and pathway projects. Patricia, Sam, and Suzie emphasized that there are also rewarding benefits of being on the board and serving the neighborhood.

Betty Stone was concerned that if the number of SBIA board members were reduced from 7 to 5, that a quorum could be met with only 3 members present.

Sam remarked that it is a challenge at times to find people willing to donate their time and effort to serve as SBIA members, and that the SBIA needs members.

Betty Stone then nominated Angelynn Bostrom, and then Angelynn Bostrom nominated Betty Stone to serve on the board. There was no objection, and the current board thanked Betty Stone and Angelynn Bostrom for stepping up.

Kren Rasmussen Presentation:

Kren began by expressing gratitude to Dave Hafey, a former Sunset Beach neighbor who shared fire safety suggestions and insights. He also presented 20 fire extinguishers donated to the neighborhood by Costco and Ace.

Kren also shared the following:

- A fire doubles every minute
- Candles can easily start fires
- If a fire detector goes off at the time a home is not occupied, it will likely not be heard –we need more than indoor alarms
- Consider a fire detection system in your home that is linked/monitors house 24/7 like ADT or Bay
- It will likely take 8-12 minutes for the first fire truck to arrive in the neighborhood
- The first truck to arrive will likely carry 300-500 gallons of water, followed by a tanker truck that will need to drop three lines: one for the fire, one to support the fire team, and one to support the structure
- Fire hydrants with red caps means there is less water than ones with a yellow cap
- Put (or better yet mount) fire extinguishers in location people of all sizes and abilities can reach them and they are visible
- Avoid putting extinguishers near the stove or BBQ where a fire might originate

Discussion that followed:

Kevin Walsh said we need to ask ourselves if can we get out of every story of our house. Kevin also remarked we cannot count on a ladder truck which works at street level only. The proximity of the houses in the neighborhood and propane tanks to some houses poses challenges. Neighbors need to be cognizant that piles of wood and overhanging trees pose dangers.

He offered to present a class/demonstration on how to effectively use a fire extinguisher.

A neighbor warned of the danger of piling up combustible rags that could spontaneously combust, and Kevin Walsh concurred.

The board thanked Kren for his presentation and for procuring the 20 extinguishers for the neighborhood community.

Board Member Vote/Election:

Chris F. announced that it was a white ballot (two members stepping down and two new members volunteering) so no vote was needed.

Mark Shelley suggested creating a neighborhood directory of recommended craft or service people (trees, paint, plumbing and so on) and to put it on the SBIA website.

Adam Kaiser thanked the board for their hard work. Sam thanked Patricia for her leadership.

The meeting was adjourned at 1:10 PM.

Minutes submitted by Heidi Frazier

SBIA ANNUAL BUDGET

ITEMS	2023-2024	2022-2023	2021-2022	2020-2021
Starting Balance General Fund	10,350.00	10,000.00	7,400.00	
Income:				
Dues	18,894.00	19,400.00	19,400.00	16,150.00
Expenses:				
Office Supplies/Copying	100.00	100.00	100.00	100.00
Postage	50.00	50.00	50.00	50.00
Neighborhood Cleanup Day	2,000.00	2,000.00	2,000.00	2,000.00
Insurance (D&O/PL)	2,350.00	2,250.00	2,100.00	2,100.00
Trim/Weed Common Area	2,000.00	2,000.00	2,000.00	2,000.00
Misc Neighborhood	1,000.00	1,000.00	1,000.00	1,000.00
Stairway/Pathway Maint & Repair	650.00	650.00	650.00	500.00
Total Expense	8,150.00	8,050.00	7,900.00	7,750.00
Transfers from General to Capital				
Roadway Fund	8,500.00	8,500.00	8,500.00	7,000.00
Stairway Fund	2,500.00	2,500.00	2,500.00	1,500.00
Estimated Ending Balance General Fund	10,094.00	10,350.00	7,900.00	

Estimated Ending Balance does not have Beautification is all donations so no no budgeting