



## SHERWOOD FOREST COMMUNITY CLUB

### Executive Board Meeting Minutes

DATE: September 27, 2020

TIME: 7:00 p.m.

LOCATION: Via Zoom

1. **Call to Order:** The August SFCC board meeting was called to order at 7:00 p.m. Attendees: Emmanuel Solis, Janet Castaneda, Lee Sargent, John Haro, Patrick Tousignant, Kurt Howeler and Anne Drebin.
2. **Motion to approve Minutes from previous meeting:** Minutes for the Board Meeting held on 8/20/20 were discussed and approved at this meeting. Motion to approve made by Emmanuel and seconded by Patrick. No discussion and approved by all.
3. **Treasurer's Report:** The report as of 8/31/20 was presented by John and reviewed during the meeting. Checks pending to post: John has deposited all the checks received last month. There are a few more that have trickled in and those will be reflected on next months' report. Patrick motioned that John be approved to buy some paint (stain) for the SFCC signs. Kurt seconded and it was approved by all.
  - a. Budget overview: Checking \$696.51 | Savings \$3,820.12 | Total: \$4,516.63.
  - b. Dues update: \$410.00 in dues received, along with \$135 in donations. Emmanuel & Janet renewed the website domain. They are going to make that a donation to SFCC instead of asking for reimbursement.
  - c. Payments: N/A.
  - d. Reimbursements: Patrick will submit his bill for the monthly Zoom fee (\$16.48).
  - e. Monthly reports: No updates
  - f. Motion to approve Treasurer's Report: Patrick motioned to approve, Kurt seconded. Moved and approved by all.
4. **Membership Drive / Neighborhood Involvement:** Lee was encouraged that there have been some people participating in the Zoom meetings. He'd like to see that number grow. Lee is going to create a method to update the master database with current contact info for the residents, incorporating the info John has from the treasurer's report. Lee feels the info from the treasurer's report should stay as-is since it has historical data. Lee will get contact lists out to the block reps and they can work on making any revisions when they pass out the newsletter for the annual meeting. The annual meeting will be held via Zoom on 10/22. The newsletter for the annual meeting needs to be put together and distributed soon. The target is having the content ready by 10/3, printed the week of 10/4 and ready for delivery the weekend of 10/10. The newsletter should be short and simple, just letting people know about the annual meeting.



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Emmanuel will put last years' newsletter and annual meeting presentation on One Drive so everyone can update their sections. Lee will get in touch with the block reps and see if he can count on them to attend the annual meeting and help drum up more interest from the residents. There will be a couple open board positions (Vice President and possibly Secretary). We need to try to find folks who will volunteer to fill these roles. Janet was going to check with Sam Osheroff to see if he might be interested. Anne will check with Nate Kessler. Emmanuel found that there's a way to do voting on Zoom. He sent the link to Patrick and Patrick will see about getting that set up for the annual meeting. Kurt is in his 3<sup>rd</sup> year as a Trustee and asked if he was eligible to be reelected. The wording in the bylaws is not real clear and should be reviewed. Emmanuel suggested we perhaps look at the bylaws to see if any sections should be updated.

#### Action Items:

- Set up Zoom for voting – Owner: Patrick
- Update the master contact list. Owner: Lee
- Create and distribute the newsletter for the annual meeting. Owners: SFCC Board
- Update PowerPoint presentation for annual meeting Owner: SFCC Board
- Follow-up with Block Reps on current contact lists and ideas for getting neighbors more involved in SFCC. Owner: Lee
- Contact Sam Osheroff and Nate Kessler to see if they'd be interested in board positions. Owners: Janet & Anne
- Review the Bylaws regarding Kurt's term as Trustee. Owner: TBD
- Review the Bylaws for updating and possible revisions. Owners: SFCC Board (future item)

5. **Emergency Preparedness (EP):** There have been a couple good meetings, but it's tough to get a lot of people involved. Thanks again Janet for getting Joseph Joy lined up to help out. Rebecca Chatfield from the City joined the last EP meeting and was very helpful. Lee has posted tips on Nextdoor in the hopes that will spark some interest. Lee would like to see 4 or 5 folks step up and be there on a regular basis to help get things really rolling. We still need the block reps to get updated contact info and a list of who/how to communicate during emergencies. Lee would like to see the website revised so that there's a menu item at the top for EP (Emmanuel has done this). Things like the meeting presentations, helpful links, etc. can be placed under this tab. In August we talked about putting together an EP newsletter. We should probably look at this again after the annual meeting.

#### Action Items:

- Add info to the new EP section of the website. Owner: Lee?
- Talk to block reps about getting more people interested and involved in EP. Owner: Lee
- Create and distribute EP newsletter. Owner: SFCC Board (future item)
- Discuss how to present EP to the block reps. This was touched on at the Block Rep meeting and should be followed-up upon. Owner: SFCC Board / Lee



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1. What does each block rep feel they need?
  2. Ask each block rep to pick a topic to address.
  3. Open discussion with block reps on what they feel would work for their area.
- Research / determine if SFCC we should provide matching funds to get everyone water containers. **Owner: TBD – ongoing action item**
  - Appoint one person to be the SFCC SPOC to interface with Police, Fire, etc. **Owner: TBD - ongoing action item**
  - See if the block reps would be willing to do welfare checks on the folks on their blocks and report in to the SPOC. **Owner: TBD – will include as an agenda item for the block rep meetings.**
  - Make a directory of tools and skills people in SF have available. **Owner: TBD - ongoing action item**
6. **General Q&A (Open to the Public):** Lee likes the idea of having an open Q&A session at the start of the Monthly Meetings so that people can come by to hear what's going on with the Board and Community. It will also be a forum for residents to ask questions, or inform the Board about what's happening in the neighborhood. Several people joined the July meeting.  
Action Item:  
Put a notice on the SFCC website each month and NextDoor notifying residents of upcoming board meeting and inviting them to join the Zoom call at 6:30 if there's anything they want to discuss **Owner: Emmanuel / Lee – ongoing for every meeting.**
7. **Historical SF Documents:** John tracked down a contact at the Eastside Heritage Center. John would like to go thru the documents Patrick scanned and find a few interesting items to add to the Eastside Heritage site. Kurt felt they may already have some SF records. John will follow-up and see what might exist. Patrick will upload the scanned files to OneDrive so John can start looking around.  
Action Items:
  - Follow-up with Eastside Heritage Center to see what SF records they have. **Owner: John**
  - Convert scanned documents to PDF. **Owner: Patrick**
8. **Committee Reports:**
  - a. Traffic/Transportation: Kurt has a call into Rebecca Rondi. He would like to know the results of the traffic study on NE 30<sup>th</sup>. AS couple months ago, Kurt also talked to the City about the open area at the 164<sup>th</sup> / NE 30<sup>th</sup> T-Intersection. The City had removed all the vegetation that was obscuring traffic. He'd like to see the City do something to make the corner more visually-appealing. The City says they don't have money to



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landscape the area. They agreed to see if there are any surplus plants from other projects that can be used.

Action Item:

- Traffic study results. **Owner: Kurt**
- Replanting 164<sup>th</sup>/NE 30<sup>th</sup> Corner. **Owner: Kurt**

- b. Neighborhood Enhancement / Great Neighborhoods: There is a planning workshop for Great Neighborhoods scheduled for 10/1. John is going to sign up and would like to see the rest of the board do the same. Lee would like to see more people from SF get involved and give input. John felt the City could do a better job advertising on Nextdoor.

Lee attended the City's Environmental Stewardship Plan open house at Interlake HS on March 3<sup>rd</sup>. Lee sent out a copy of the presentation, which has been posted to the website. There was a survey that was open thru end then of May. The City was to summarize the feedback and release the results. The City is also planning to release a draft of the Environmental Stewardship Plan later this summer. As of the July meeting, Lee still hasn't seen the survey results.

Action Item:

- Register for and attend the Great Neighborhoods planning workshop on 10/1. **Owner: SFCC board**

- c. Communication: See above references to master contact list.

- d. Land Use: No updates

- BTC: There's no current activity.
- Trees: No update

Action Item:

- e. Crime / Block Watch: John said overall things have been quiet in our neighborhood. Most of the recent activity has been near 7-11 and the LIV Apartments.

Action Item:

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- f. Covenants: Lee said he talked to Nicholas Matz about the attorney who was threatening people if they didn't sign the waiver for to remove the height restriction. Nicholas was going to see if he could do anything about the issue.

Action Item:

- Check with Nicholas Matz about the height restriction waiver. **Owner: Lee**

**Next Meeting:** October 15, 2020 @ 7 p.m. via Zoom



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Meeting Adjourned at 8:05 p.m.

Minutes approved by the Board:

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

Date: \_\_\_\_\_

Sherwood Forest Community Club  
TREASURER'S REPORT  
**Bank Statement Range 8/1/2020 - 8/31/2020**  
Prepared by John Haro on 9/15/2020

Current Statement Balances of accounts at BECU

Checking	as of 8/31/2020	\$ 696.51
Savings	as of 8/31/2020	\$ 3,820.12
<b>TOTAL</b>		<b>\$ 4,516.63</b>

August 2020 Bank Activity

Date	Description	Checking	Savings	Balance
<b>8/1/2020</b>	<b>Starting Balance</b>	<b>\$ 151.51</b>	<b>\$ 3,820.12</b>	<b>\$ 3,971.63</b>
8/18/2020	deposit	\$ 35.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 30.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 30.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 30.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 10.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 30.00	\$ -	
8/18/2020	deposit	\$ 40.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 60.00	\$ -	
8/18/2020	deposit	\$ 20.00	\$ -	
8/18/2020	deposit	\$ 10.00	\$ -	
8/31/2020	deposit	\$ 10.00	\$ -	
<b>8/31/2020</b>	<b>Ending Balance</b>	<b>\$ 696.51</b>	<b>\$ 3,820.12</b>	<b>\$ 4,516.63</b>

**Dues-Donations Deposit Log**

Date	Name	Address	Type	Amount	Recv Date
8/18/2020	Sherwood Forest Resident	16214 NE 24th St	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	16245 NE 28th St	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident		donation	\$15.00	

8/18/2020	Sherwood Forest Resident	2414 161st Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2414 161st Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2415 164th Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	16246 NE 24th St	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	16230 NE 24th ST	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2703 164th Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2919 160th PI NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2506 162nd Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	16230 NE 27th St	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	16127 NE 24th St	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2421 161st Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2401 160th Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	16231 NE 27th ST	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2803 160th PI NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident		donation	\$10.00	
8/18/2020	Sherwood Forest Resident	2496 158th PL NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2436 161st Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2423 162nd Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2715 164th Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2514 162nd Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	16236 NE 26th St	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident		donation	\$10.00	
8/18/2020	Sherwood Forest Resident	2898 160th PI NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2805 164th Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	16015 NE 28th ST	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	16055 NE 28th ST	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident		donation	\$10.00	
8/18/2020	Sherwood Forest Resident	15812 NE 25th PL	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	16231 NE 26th St	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2555 162nd Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2495 158th PI NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	16214 NE 26th St	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident		donation	\$10.00	
8/18/2020	Sherwood Forest Resident	15864 NE 25th PL	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident		donation	\$20.00	
8/18/2020	Sherwood Forest Resident	16238 NE 24th St	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2862 160th PI NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2905 160th PL NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	2462 158th PL NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	15774 NE 25th PI	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	16239 NE 26th St	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident	16217 NE 26th St	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident		donation	\$40.00	
8/18/2020	Sherwood Forest Resident	2414 162nd Ave NE	dues	\$10.00	8/18/2020
8/18/2020	Sherwood Forest Resident		donation	\$10.00	
8/18/2020	Sherwood Forest Resident	15812 NE 25th PL	donation	\$10.00	8/18/2020
8/31/2020	Sherwood Forest Resident	16007 NE 27th ST	dues	\$10.00	8/31/2020

ransactions Total			\$ 545.00	
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