



SHERWOOD FOREST COMMUNITY CLUB

Executive Board Meeting Minutes

DATE: 11/18/20

TIME: 7:03 p.m.

LOCATION: Via Zoom

1. **Call to Order:** The November SFCC board meeting was called to order at 7:03 p.m. Attendees: Emmanuel Solis, Janet Castaneda, Lee Sargent, John Haro, Patrick Tousignant, Nate Kessler and Anne Drebin.
2. **Motion to approve Minutes from previous meeting:** Minutes for the September Board Meeting held on 9/17/20 September and the Annual Meeting held 10/22/20 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:** Due to a system glitch, there were some errors in the treasurer report so it was not reviewed at the November meeting.
 - a. Budget overview: Checking \$786.51 | Savings \$3,820.30 | Total: \$4,606.81.
 - b. Dues update: \$30 in dues received, along with \$50 in donations.
 - c. Payments: N/A.
 - d. Reimbursements: Patrick submitted his bill for the monthly Zoom fee (\$16.48).
 - e. Monthly reports: No updates
 - f. Motion to approve Treasurer's Report: N/A
4. **Membership Drive / Neighborhood Involvement:** Lee put together a chart that shows dues and donations paid by block. Emmanuel pulled up similar data from 2017 and the blocks with little or no involvement were pretty much the same. This should be researched to see how we can get more of those households to participate. Regarding paying dues and donations, Nate asked about using Zelle rather than having people write checks. It was brought up that we will never fully get away from paper checks, particularly since there are some older residents and that's their known method of paying bills. The newsletter reminded people they can set up automatic bill-pay through their bank. Since we need to be open and flexible about how people pay their dues, John will talk to BECU about Zelle.

Action Items:

- Contact BECU about setting up Zelle. **Owner: John (complete)**
- Talk to the block reps for the areas with limited due/donation activity. **Owner: Lee**
- Update the master contact list. **Owner: Lee**



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- Follow-up with Block Reps on current contact lists and ideas for getting neighbors more involved in SFCC. **Owner: Lee**
- Review the Bylaws for updating and possible revisions. **Owners: SFCC Board (future item)**

5. **Emergency Preparedness (EP):** There was an EP meeting on 11/12/20. Joseph Joy's previous presentation was reviewed. Kathy Vinatieri volunteered to be the secretary / project manager for EP going forward. There was some general discussion about setting up committees to determine who is needed, what is needed, how to proceed and what could be done. The Map Your Neighborhood (MYN) will be a good starting point. John has already been get started on this and gave an overview. He'll send out an email with the link once it's ready. It was decided that CERT training was ahead of the current needs and there are already a few people in the area who can provide guidance. Someone brought up that in prior years, SFCC had given out cards that residents could put in their windows to let people know they are okay. This seems like a good practice to start again. In earlier meetings there had been some questions about whether to turn your gas meter off during an emergency or not. The recommendation is to leave it on. Turning it back on must be done by someone from PSE. The next EP meeting will be held on 12/10/20. Agenda items for that meeting will be to start on a list of resources, skills, tools and people willing to help during an emergency. This will help get going with the MYN database. The group also needs to find out if the block reps are willing to help getting this info from the people on their blocks. If not, will they help find someone who will?

Action Items:

- Start a MYN database. **Owner: John**
- Create and distribute window cards to let people know a household is okay. **Owner: TBD**
- 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**
 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.**



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- 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.

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:** Patrick put some documents in folders on his personal OneDrive for John to review. John will check with the Eastside Heritage Center to see what they may already have for SF and find out what they might want. Rather than Patrick using his personal OneDrive, we need to either get SFCC a bigger drive, or find another method of storing all the files.

Action Items:

- Follow-up with Eastside Heritage Center to see what SF records they have. **Owner: John**
- Research OneDrive (or other storage method) for SFCC documents. **Owner: Patrick / Lee**

8. **Committee Reports:** At the annual meeting, Lee explained that, per the bylaws, committees require at least 3 people. Technically, we currently don't have any "official" committees. Historically, the committees have been dynamic. They get activated and involvement when a need arises, such as BTC.

- a. Traffic/Transportation: Kurt was not able to make the November meeting.

Action Item:

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

- b. Neighborhood Enhancement / Great Neighborhoods: A NE Bellevue Data walk is scheduled for 11/19. Lee will attend. Patrick jumped on the NW Bellevue data walk.

Lee attended the City's Environmental Stewardship Plan open house back in early March. The City finally released the draft plan in early October. People should review this and leave comments on the City's website if applicable.

Action Item:



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- Lee to give a review of the NE Bellevue Data Walk. **Owner: Lee and anyone else who participated.**

- c. Communication: Emmanuel said there's nothing new on the horizon. He keeps the website updated as needed. He'll put a "happy holidays" message on the website and Nextdoor.
- d. Land Use: Patrick keeps an eye on the permit bulletins. He hasn't noticed anything new. John mentioned the property on the corner of 156th/BelRed/24th (across from 7-11) has a proposed land use sign for an 8-story micro-apartment building. This is City of Redmond. Patrick said the application is early in the process. There will probably be opposition. At the annual meeting, Patrick mentioned that the Seritage project (old Sears location) is on the back-burner. There hasn't been any progress since 2018. He heard they are having financial problems and all their projects are on hold.
- BTC: There's no current activity.
 - Trees: The City's Environmental Stewardship has some strategies on how to achieve 40% tree canopy. The current canopy is about 35%.

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. He reminded everyone to be wary of package theft now that we're in the holiday season.

Action Item:

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- f. Covenants: Lee emailed Nicholas Matz and hasn't heard back as of yet. Lee had previously talked to Nicholas 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:

- Continue to follow-up with Nicholas Matz. **Owner: Lee**

9. Other Business:

- a. Zoom: We have been paying the Zoom fee monthly. Since we'll be sticking with Zoom for the foreseeable future, it makes sense financially to switch to an annual account. The annual fee is \$130. Patrick made a motion to make the change, John seconded. Voted and approved by all.
- b. SFCC Board: Lee felt people should be notified of the new board. Emmanuel will update the website. There should also be a notice on Nextdoor along with a copy of the annual meeting presentation.



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- c. December Meeting: It was agreed, as suggested by Emmanuel, that we not hold a board meeting in December.

Action Item:

- Update the website so the board members are current. Owner: Emmanuel
- Post the annual meeting presentation on Nextdoor. Owner: Lee/Emmanuel

Next Meeting: January 21, 2021 @ 7 p.m. via Zoom

Meeting Adjourned at 8:03 p.m.

Minutes approved by the Board:

President or Secretary

Date: _____