



**Sonoma Pines Homeowners Management Ltd.**

**Board Meeting Minutes  
November 1, 2018**

NAMES	PORTFOLIO	REPORT TO COUNCIL FOR:	PHONE	EMAIL ADDRESSES
Bryon Dickie	Chairman	▪ WFN, Coldwell Banker, Pihl Law	250-864-1040	bryondickie@shaw.ca
David Reid	Vice Chairman	▪ Maintenance	250-826-3751	davidr.strata@gmail.com
Brenda Evans	Secretary	▪ Communications	403-803-4334	bevanssonomapines@gmail.com
Bob Scruton	Director	▪ Safety & Security	250-707-4677	b_scruton@telus.net
Michael Trenn	Director	▪ Landscaping & Irrigation	250-768-7207	matrenn1@gmail.com
Tom McEwen	Director	▪ Clubhouse/ Social Committee	250-768-3439	tommc.strat@gmail.com
Terry Cross	Treasurer	▪ Finance	250-768-3172	terrycross.sp@gmail.com

NAME	PORTFOLIO	PHONE	EMERGENCY	EMAIL
Mike Makin	Strata Manager	250-860-1411	250-860-1411	mmakin@kelownarealestate.com
Katelyn Peters	Unlicensed Assistant	778-754-7929	250-860-1411	smassistant@kelownarealestate.com

Past minutes of meetings may be found on the Sonoma Pines Website at [www.sonomapines.info](http://www.sonomapines.info)

**Location: Clubhouse, 3999 Sonoma Pines Drive, Westbank, B.C.**

**Call to Order**

The meeting was called to order by Bryon Dickie at 9:05 a.m.

**Attendance**

**On behalf of Sonoma Pines Homeowners Association:**

**Present:** Bryon Dickie (Via Zoom), David Reid, Brenda Evans, Terry Cross, Michael Trenn, Bob Scruton

**Absent:** Tom McEwen

**On behalf of Coldwell Banker Horizon Realty:** Mike Makin, Katelyn Peters

- Approve the Agenda:** The following items were added to the agenda and there were some items that were moved in camera:

**New Business** - Street lights

**New Business** - Parking on grass

- New Business** - 4-way stop
- New Business** - Efflorescence issue
- New Business** - Terrero Place water main issue
- New Business** - Mesa Vista drainage
- New Business** - Files for each civic address
- New Business** - Binders for Board Members
- New Business** - Insurance indemnification for Board Members
- New Business** - Use of consultants for large projects
- New Business** - Bylaw amendments for 2019 AGM

*MOTION:* The agenda to be approved as amended.

Seconded and CARRIED with all in favor.

## 2) Previous Minutes:

*MOTION:* The minutes for the Board Meeting of October 4, 2018 be approved.

Seconded and CARRIED with all in favor.

## 3) Discussion with the Sonoma Pines Community Services Coordinator: Blake Elsasser brought forward some new ideas to the Board's attention, to be finalized at a later date, namely;

- 1) Tracking of contractors, and their job progress.
- 2) Instituting a Project Management Application.

## 4) Correspondence:

- a) **Clubhouse expenditures:** An owner wrote to question the expenditures for the storage room being built in the clubhouse. The Board explained that the project is being paid for by the social committee and no Sonoma Pines funds will be used.

## 5) Committee Reports:

- a) **Requests for proposal:** Bryon Dickie asked for progress reports from Board members for receiving proposals for the following:
  - 1) Ice & Snow Removal
  - 2) Garbage & Recycling
  - 3) Landscaping
  - 4) Insurance Quotes
 It is projected that all will be available by the end of the calendar year.
- b) **Clubhouse Committee:** report attached
- c) **Communication Committee:** The Communication Committee is still looking for someone to fill the position of newsletter editor, or there may be no future newsletters sent out to homeowners.
- d) **Finance Committee:** The Finance committee chairman provided a verbal report to the Board in which he stated that the investments from Interior Savings had been reviewed.

*MOTION:* Be it resolved that the Board approves the September 2018 financial statements.

Seconded and CARRIED with all in favor.

- e) **Irrigation Committee:** report attached

MOTION: Be it resolved that the Board approves the request to obtain quotes from consultants for a full review of the irrigation at Sonoma Pines.

Seconded and CARRIED with all in favor.

MOTION: Be it resolved that the Board approves the formation of a new Irrigation Committee.

Seconded and CARRIED with all in favor.

- f) **Landscape Committee:** report attached
- g) **Maintenance Committee:** nothing major to report
- h) **Safety & Security Committee:** report attached

Be it resolved that the Board approves replacing five wooden speed signs with legal, reflective metal speed signs.

Seconded and CARRIED with 4 in favor and 2 not in favor.

- i) **Social Committee:** report attached
- j) **Welcome Committee:** report attached

6) **Coldwell Banker Operational Update:** nothing major to report

7) **Alteration Agreements**

MOTION: The Board approves the following new alteration applications.

Seconded and CARRIED with all in favor.

- a) **2210 Terrero Place** - installation of pergola, shrubbery, and perennials.

8) **Old Business:** There were no old business items for the agenda.

9) **New Business**

- a) **Parking infraction notice:**

MOTION: Be it resolved that the Board approves the parking infraction notice provided to this meeting by the Safety & Security Committee. The notice is to be printed and duplicated by the committee.

Seconded and CARRIED with all in favor.

- b) **Street lights:** The Board is happy with the illumination of the new LED street lights and cost savings.

The Board took a five minute break at 10:55am

- c) **Parking on grass:** Reminder to all homeowners to please not park vehicles on the grass in behind Talavera Place and next to Acacia Lane.
- d) **4 Way stop:** The Board supports and encourages all homeowners to write their thoughts in regards to the 4 way stop on Butt Road & Carrington Road to the Ministry of Transportation, their local MLA, and WFN.
- e) **Efflorescence issue:** Coldwell Banker will send a letter to Travelers Insurance asking for assistance with this issue.
- f) **Terrero Place water main issue:** The Community Services Coordinator gave an update to the Board explaining that the hole has been repaired and filled in.

- g) **Mesa Vista drainage:** Coldwell Banker and the Maintenance Committee to have a discussion with regards to a pit for run-off, excess water and whether the costs are for either the common expenses budget or for single family homeowners.
- h) **Files for each civic address:** A question was asked if there were on-site files in the clubhouse for individual unit owners and the answer is yes.
- i) **Binders for board members:** A binder has been prepared for board members and copies need to be made for each member. The Board authorized the expense of this to be done at Staples.
- j) **Insurance indemnification for board members:** The Board President confirmed that there is Officers and Directors insurance in the amount of \$20 million which would indemnify board members in case of need.
- k) **Use of consultants for large projects:** There was a discussion with regards to the use of consultants for future large projects. The consensus of opinion was that this is a good idea as quite often additional expertise is required. This would be considered on a case-by-case basis.
- l) **Bylaw amendments for 2019 AGM:** A copy of work done to date on some minor bylaw amendments to be presented at the next Annual General Meeting was presented to the Board for review. This is an ongoing project.

**10) In Camera:** There was an in camera discussion on several additional matters and decisions were reached.

#### **11) Termination**

The meeting was terminated at 12:03pm

#### **12) Next Board Meeting**

Board meetings are held on the first Thursday of every month; at 9:00am. Owners are welcome to attend these meetings as observers. Homeowners wishing to address the board should submit a request to Coldwell Banker 2 weeks in advance of the meeting in order to be added to the agenda.

The next Board meeting will be **December 6th, 2018**.

**SONOMA PINES CLUBHOUSE MANAGEMENT MEETING  
MINUTES**

<u>Date:</u> Oct 1, 2018	<u>Time:</u> 9:00am	<u>Location:</u> Clubhouse Board Room
<u>Meeting Called by</u>	Tom McEwen	
<u>Type of meeting</u>	Clubhouse Committee Meeting	
<u>Chairman</u>	Tom McEwen	
<u>Note Taker</u>	Patti Sears	
<u>Attendees</u>	Tom McEwen, Marshall Wolski, Gerry Tonn, Ivars Dravinski, Lorna Wright, Patti Sears, Charlie Milazzo	
<u>Absent</u>	Willie Riewe, Al Brown, Bob Scruton, Jean Scheidl	

**1. Follow up on outdoor lighting at Clubhouse**

Gerry suggested we sit down and lay out a long term plan regarding the lights. Tom said they would have to have a person in position on the board for five years to see any plan to fruition. Gerry said we are not utilizing the lights that we do have and would want to try utilize those existing ones currently in place and after review go ahead and purchase additional lights as needed. He suggested having them point downwards instead of outwards at someone's house. Tom said we have the money for more lighting so why not use it to get the previous plan done, and others agreed with him. There is \$3,000 for lighting and as some members agreed it should be used and just get this done because it's been going on for a few years already. . Gerry said we also need plugins up around the front of the clubhouse and this may be costly. An electrician will be brought in to look at this and give a cost.

**Action** Tom will contact the electrician and Gerry will make a list of what needs to be done. He will also talk to Willie about the electrical work before looking at someone else because of costs.

**2. Construction of Storage Room in Multi- Purpose Room**

It was suggested that too many user groups are using the existing storage rooms for their storage.

Also, the storage rooms need to be cleaned out and there may be more room for other things.

It was suggested Building a storage room in the corner by the window in the Multipurpose Room. It would have a double door. There is only one window in that room for lighting so this storage room may block some of that light coming in. This was a concern. Lorna presented a motion to have the storage facility built & funded by the Social Committee, all in favor, one opposed. Tom to present the motion to the board at the next meeting for approval.

**3. Renovation of Refuse container to provide storage for additional seasonal equipment**

has **Action:** Construction of additional Storage outside the building is put on hold until the building settled and remediation done.

#### **4. Replacement of Carpet Tiles**

Tom, Lorna and Jean met with a flooring company to get the cost of replacing the whole upstairs floor in clubhouse. A quote was submitted for \$15,000.00 to replace the flooring. It was agreed to come up with options rather than replacing the floor at this time. Tom suggested placing the runners around the high traffic areas( ie pool tables) and nail them down until any decision is made on replacing flooring. More discussion required.

**Action:** Charlie Milazzo was looking into getting a carpet cleaning machine in for cleaning carpets in clubhouse. The money for this comes out of the Maintenance Budget. They talked about doing it Wednesday night. Runners around pool tables will be nailed down on Friday of this week. Gary Sears, and Charlie offered to help reinstalling the carpet runners.

#### **Other Business**

Charlie joined in regarding the internet that was down in the clubhouse. They had a guy coming between 1-4:00 pm that day to look into it.

Charlie said he noticed that someone had disconnected the fiber cable. He has documentation on how the wi-fi got put in the building and how the fiber cable got put in as well.

Marshall drew up and presented sketches for trellises outside of clubhouse. Lorna suggested outdoor speakers for PA system and Charlie suggested wiring another plug on the wall and putting another jack in. It was decided nothing could be done with the trellis until Rykon repairs submits a plan to fix the clubhouse settling issue.

**Action:** Tom and Charlie to install outside plug and speaker. Charlie to source materials and speaker to be installed at a later date.

**Meeting adjourned at 10:20 am**

**Next Meeting: TBD**

**Where:**

**Time:**

**Duration:**

Tom McEwen

Director

SPHOMC

250.768.3439

## **Terms of Reference Communications Committee**

The purpose of the Communications Committee is to provide a communications channel for Sonoma Pines homeowners to contribute ideas, articles, or comments to the community. Submissions will be published on the Sonoma Pines website <http://www.sonomapines.info/> and/or the community bulletin board. The Communication Committee will also administer the community Google calendar (the Social/Clubhouse Committee will update those calendar events held in the clubhouse).

- The website will provide a forum for community dialogue and information on historical records and publications, community governance and general interest stories relating to our community.
- The email account [sonomapinesinfo@gmail.com](mailto:sonomapinesinfo@gmail.com) will provide a weekly update via a topical link format that residents can quickly review.

All community communications will be channelled through the Communications Committee.

### **Sonoma Pines Email**

The complete list of resident email addresses for residents is maintained by our property manager. Committees wishing to send emails to Sonoma Pines residents may do so by requesting our property manager to do so.

### **Content for Bulletin Board**

- Posters and notices of upcoming events (max size 1 page, 8" x 11"), classified/want ads
  - general guidelines for ads: limited to residents, max size ½ page 8" x 5".
- Ads will be dated for expiry 30 days from posting.
- Drop off ads for posting in the property managers office, lower level of the clubhouse.

### **Content for website: [sonomapinesinfo@gmail.com](mailto:sonomapinesinfo@gmail.com)**

- A forum for community dialogue and events
- A "library" of historical publications, minutes, financials, bylaws, community governance etc.
- Community links: restaurants, area activities, book reviews and other general interest topics
- Information regarding the Board and its members as well as committees

### **Submission Guidelines:**

Please submit articles in Microsoft Word format, other submit via email. Articles may be edited. We suggest a maximum of 400 words.

Photos for the website should be accompanied by an email listing the names of those in the photograph and or a brief description of the circumstances.

Website comments or questions sent directly to the website will be reviewed and published by the committee on a regular basis.

### **Website Discussion Guidelines:**

It is the intention of the Communications Committee to allow as much freedom as possible to have relevant discussions on the community site. However, we are also responsible to ensure that discussions stay polite, safe and relevant.

Comments will not be published live but moderated by the site administrators so all users can participate without fear of intimidation by other users, or being subjected to offensive content.

The Communications Committee will have final say on all content. Homeowners may, of course, approach the board if they disagree with the decision of the Committee. Constructive input or criticism is the best way to help shape our communication plans and improve the community. Please email enquires or comments to [sonomapinesinfo@gmail.com](mailto:sonomapinesinfo@gmail.com) and including your name and telephone # to ensure a response. If you wish your comments to be made public please let us know.



## **SPHM Ltd. Landscape/Irrigation Committee**

### **Notice of Meeting**

Tuesday, October 16 - 2018 @7:00PM

Clubhouse – Leower Level - Boardroom

1. **Call to Order:** Meeting called to order 7PM
2. **In Attendance:** MikeTrenn, Gary Sears, Brent Voss
3. **Irrigation Issues:** Discussion with respect next steps for Irrigation Committee, was determined that a Consultant be retained, with specific and clear Terms of Reference to be brought forward to Board for a Motion to approve request.
4. **Terms of Reference Revision 2 for Consultant follows-**

SONOMA PINES HOME OWNERS MANAGEMENT LTD. (SPHOM)

**Request For Proposals**

**Irrigation System Improvements and Water Conservation Project**

**October 22, 2018**

As a result of the increasing cost of purchasing water from the Westbank First Nation related to the costs of future water treatment, the Board of Sonoma Pines Home Owners Management is asking for proposals from a consultant to review the current irrigation system, current water consumption, watering methods and landscape installations.

SPHOM wants to prepare the community for future water rate increases by practicing efficient water use through infrastructure upgrades, irrigation operations, education, and landscape methods.

The work consists of four (4) Major Work Items and the RFP may include all or a portion of the Major Work Items. The SPHOM board will decide on which Work Items to complete based on budget availability.

Sonoma Pines Community is located in Westbank and consists of  
341 Multi-Family homes – irrigation is controlled and operated by the community.  
154 Single Family homes – irrigation is controlled and operated by individual home owners  
1 Community Clubhouse and park – irrigation controlled and operated by community

### **Work Item 1 – Irrigation Control System**

The existing irrigation system includes:

Hundreds of metres of 20mm to 50mm transmission PVC pipe and HDPE pipe

Twenty –five (25) main control clocks controlling 503 irrigation zones

Fourty-two (42) battery control clocks controlling 42 irrigation zones

Hundreds of irrigation discharge points including pop-ups, rotors, and drippers.

Many isolation valves, backflow preventers, and pressure reducing valves.

#### **The consultant will review the existing irrigation systems:**

- 1) Recommend upgrades to control system to quickly and easily manage and adjust watering cycles.
- 2) Recommend options for control system to automatically adjust watering cycles as weather conditions change.
- 3) Prepare a report indicating water costs savings on various control system upgrades.

### **Work Item 2 – Landscape**

**The consultant will:**

- 1) Review and document the current landscape features and recommend other options that promote water conservation.
- 2) Review the current landscape policies and make recommendations for future regulations.
- 3) Review the existing acceptable tree and shrub list and recommend any changes or additions.

### **Work Item 3 – Water Consumption and Billing**

**The consultant will:**

- 1) Review current water use data (domestic and irrigation) and will be set as a starting benchmark for water conservation going forward.
  - 2) Recommend billing options to promote a water conservation culture
- The consultant will prepare a report outlining costs savings on various water conservation options.
- 3) Develop a water conservation educational strategy for home owners

### **Work Item 4 – Irrigation System Review**

**The consultant will:**

- 1) Review the current irrigation system including all piping, valves, watering devices, and layout.
- 2) Recommend any upgrades to the system to maximize efficiency and minimize operational and maintenance costs.
- 3) Prepare a report showing cost recovery of any upgrades.

Each recommendation made should come with an approximation of water conserved with cost savings. The capital costs of system improvements should also be identified separately.

The consultant will develop a 5 year plan capital plan for improvements to the irrigation system with the emphasis on water conservation.

The consultant will present the report to the Board and assist the Board in making a presentation to the Sonoma Pines residents about the findings and recommendations in the report.

## Landscape Committee Meeting

Friday, October 12, 2 pm

SP Clubhouse meeting room

Attendees: Dagmar Leuenberger-Swift, Mike Trenn, Gary Sears, Brent Voss, Brenda Evans

Absent: Bruce Dierks, Judith Gregson, John Fawcett, Leslie Padwick

1. Minutes of the previous meeting were approved.
2. Separation of landscape and irrigation committee was determined at the October 4, 2018 Board meeting. The group agreed that the split of this committee into two other groups was a good idea. Each committee has different responsibilities and the work load can be great. The new Irrigation Committee is called Irrigation and Water Conservation. While there are two separate groups now they will need to work together closely.
3. Calendar of Committee meetings was discussed and for the interim the landscape meeting will be held on the 3<sup>rd</sup> Thursday of the month starting at 6 pm and then joining the Irrigation and Water Conservation at 7 pm. This event is under review.
4. The oval garden had a healthy grow this year with the change to drought resistant or xeriscape plants. It was reported that even though the garden area was only watered 2 or 3 times, it was very wet all summer. This is from the lawn watering in the area that was determined to be excessive.
5. The Red Stake program will be revised this winter for a later sign up time for the spring when the snow birds return. It was again noted that the Red Stake program only applies to the mid-season trim.
6. Discussion was held regarding a review of our plant, shrub and tree list to determine what species are more drought resistant and again discussion was held to consider removing cedars from our approved plant list. As well there was discussion regarding committee recommendations regarding water conservation. A report to the Board of Directors will be forthcoming.

7. A decision was made by committee to have the landscape plantings removed from the NW corner of the intersection of 3800 SPD and Pine Vista. The area will have the shrubs, grasses and irrigation removed to provide clear line of sight for motorists leaving that intersection.
  
8. The Terms of Reference for Landscape will have a review over the winter months. The Annual Landscape Calendar of activity will be revised to reflect just the landscape events.
  
9. Next Landscape Committee meeting - TBA



**Sonoma Pines Homeowners Management Ltd.  
Safety & Security Committee Minutes for October 22, 2018 Meeting**

**Location:** Sonoma Pines Clubhouse, 3999 Sonoma Pines Drive  
**Date/Time:** October 22 at 09:30 am  
**Present:** Chair Bob Scruton, Co-Chair Paulk Kaiser, Nick Schritt, Charlie Milazzo and Blake Elsasser (CSC)  
**Regrets:** Darrell Bellamy (flu) and George Legett  
**Prepared By:** Chair Bob Scruton, CTR

**Old Business**

1. Chair advised Parking Regulations were included in recent Newsletters and Parking Infraction Notice developed in conjunction with CSC and Committee comments then forwarded to Board for comments.

RECOMMENDATION: S&S Committee are recommending the Board have sufficient copies of the attached Parking Infraction Notice printed in duplicate (carbon type copy) for use by CSC, Board and/or S&S Committee members.

2. Discussion on line and curb painting needs for 2019/20 as every three years thought adequate with needed touch ups completed by handyman or CSC. Blake advised he'll be inquiring into costs for every 3<sup>rd</sup> year with budget from maintenance.
3. \$1,000.00 budget for 2018/19 approved though a line for S&S required.
4. Speeders and resolve option discussed with the Newsletter as best option, though consideration given to other options including speed bumps, traffic calmers and road relaxers.

RECOMMENDATION: on having SPD upper entrance and lower gate wooden signs replaced with legitimate speed signs and two more installed near Clubhouse.

- 5.a. Safety aspect regarding the trees and foliage on the median island at the curve just before you get to the entry to Mesa Vista. Asahi completed a hard prune improving visibility. Future consideration to replacement. Thank-you e-mail to be sent to Landscape Chair and Asahi (COMPLETED).
- b. Pine Vista - CSC has requested rock wall contractor to level the ground and remove the tall grasses (COMPLETED).

**Business Arising Out of the Minutes**

1. Chair being copied information from Block Watch for info purposes and information on keeping ones home safe was included in Newsletter. Chair will take over from Karen Dickie who was one of those responsible in forming the Block Watch Group. Thank-you Karen!

2. WFN has delayed the Four Way Stop at Carrington/Butt / Sonoma Pines Drive which will go ahead though at a reduced cost and line painting versus curbs and medians.
3. Lower gate can be opened by responders using their sirens. Chair contacted Fire Inspector Mitchell of WKFR who checked out the siren activator and found it operates correctly.

### **New Business**

- 1 Chair asked those present to put some thought into what we need for next years Budget and assign a cost. We will discuss this in early 2019.
2. Chair advised there were a number of unlawful entries in the community in Sept. many as a result of residents leaving vehicles unlocked and door openers accessible. Everyone has to remain cognizant regarding security of their home and vehicle(s).
3. Chair also received a call from an owner regarding an individual hanging out near the Clubhouse and another where a neighbour had witnessed a male jumping the fence between the golf course near the clubhouse. RCMP contacted in both cases though neither culprits questioned.
4. Charlie proposed amending our By-Laws regarding parking as they allow for parking on Sonoma Pines Drive (SPD) though do not address parking on the side streets with SPD addresses (ie. 3801 – 3821, 3827 – 3843, 3845 – 3867, 3869 – 3887, 3889 – 3899, 3901 – 3917 and 3970 – 3980).
5. Discussion on concerns of vehicle size, commercial use, anything exceeding the driveway footprint (Division 1 Part 4) along with ownership and liability insurance (Division 1 Part 3 and 16(b)) on homes driveway and in upper RV lot. By-Laws address some concerns though may need amending to address others, due to change in community.
6. Discussion on soliciting and canvassing not being permitted (Division 1 Part 3 (12) and some groups not being aware of this or reading the signs. Due to many owners being away at certain times of the year and for ones own safety due to occupancy or lack thereof the Committee agrees to request an article for our Newsletter advising owners/residents to turn away anyone soliciting for any reason.
7. December meeting date discussed and agreed to December 17 at 1:30pm with Chair to book Boardroom.

**Next Meeting December 17 at 1:30pm in the Boardroom.**

### **Adjournment**

Chair requested meeting be adjourned at 10:45 with those present agreeing.

### **Recorded by**

Chair Bob Scruton, CTR

## MINUTES OF SOCIAL COMMITTEE MEETING - October 9, 2018

ATTENDEES: Lorna Wright, Gail McEwen, Sandi Bellamy, Heather Bishop, Wendy Delaney, Sue Dravinskis, Connie Rendell, Jean Scheidl

### OCTOBERFEST

This event will be held on October 19, 2018. The Menu is: Brats/Buns

Fried Onions  
Schwartz Potatoes  
Red Cabbage  
Sauerkraut  
Black Forest Cake  
Pretzels for Snacks

Tom McEwen and Calvin Bishop will do the cooking.

Gail and Lorna will do the shopping for the Brats as well as the other Groceries. They will also shop for the items for the Gift Basket.

Wendy, Sandi, Heather, Connie and Linda Morris will each purchase their own ingredients and make the Potato dishes.

Gail and Sandi will do the onions

It was decided to purchase the Red Cabbage, for 60 People from the Gausthaus in Peachland. Cost will be \$180.00 and Heather is to pick up.

Decorating will be at 12:00 p.m. for Octoberfest.

### WISH LIST

1. Quotes are going to be done for Draperies that will be a Sound Proofing Fabric. Budget Blinds as well as Arleen's Interiors are to supply quotes. Connie will get the quotes from Arleen's Interiors.
2. BBQ - Purchase of this item is on hold.
3. Storage Room - lower level. This is for use by the Social Committee and will be paid for by the Social Committee. The space will be used for the storage of decorations.
4. The lights will be finished on the Rock Wall and paid for by Social Committee.
5. Speakers and P/A system for the outside Patio Area.

### CALENDAR OF EVENTS FOR 2019:

The dates for all events in 2019 were set and Lorna will send the list to everyone.

Meeting adjourned at 9:00 p.m.

SOCIAL COMMITTEE  
FINANCIAL REPORT 3<sup>rd</sup> QUARTER  
(JULY, AUGUST, SEPT. 2018)

OPENING BALANCE JUNE 30 <sup>th</sup> :	BANK ACCOUNT	PETTY CASH
	9616. <sup>86</sup>	645. <sup>71</sup>
JULY: REVENUE :	3840. <sup>00</sup>	304. <sup>00</sup>
EXPENSES:	2830. <sup>31</sup>	530. <sup>88</sup>
AUG. REVENUE :	5855. <sup>00</sup>	660. <sup>00</sup>
EXPENSES :	593. <sup>53</sup>	339. <sup>64</sup>
SEPT. REVENUE :	9056. <sup>00</sup>	179. <sup>40</sup>
EXPENSES :	9206. <sup>62</sup>	543. <sup>88</sup>
CLOSING BALANCE SEPT 30 <sup>th</sup> :	15737. <sup>34</sup>	374. <sup>86</sup>
	TOTAL	\$16112. <sup>20</sup>

ATTACHED PLEASE FIND - STATEMENTS FOR HAPPY HOURS & OTHER SOCIAL EVENTS HELD AT CLUBHOUSE.

RENTALS & FOBS GO THROUGH THIS BANK ACCOUNT & MONIES ARE GIVEN TO CALDWELL BANKER EVERY QUARTER.

AMOUNTS ABOVE TAKEN FROM THE GENERAL LEDGERS

*Jean Scheidl*  
 SOCIAL COMMITTEE - TREASURER.



# Happy Hour July 2018

## July 13th - Games Night

Door	\$	22.50
50/50	\$	<u>105.00</u>
<b>Total</b>		<b>127.50</b>

### Expenditures

Prizes	\$	<u>29.35</u>
<b>Total</b>	\$	<b>29.35</b>

**Balance** \$ **98.15**

Verified by: Jean Scheidl / Lorna Wright

Given to: Jean Scheidl

## July 27th - Trivia Night

Door	\$	-
50/50	\$	<u>170.00</u>
<b>Total</b>	\$	<b>170.00</b>

### Expenditures

Wine Prizes	\$	<u>137.57</u>
<b>Total</b>	\$	<b>135.57</b>

**Balance** \$ **34.43**

Verified by: Jean Scheidl

Given to: Jean Scheidl

**TOTAL FOR JULY 2018 \$132.58**

Chili Cookoff August 10th 2018

75 x \$5.00 plus SC members & 5 Chili contestants

Ticket Sales		375.00		
50/50		205.00		
Total	\$	580.00	\$	580.00

<u>Expenditures</u>	Food	161.00		
	Trophy	117.00		
	5 Wine	81.30		
	\$20 ea contestant	100.00		
	Gift bags	6.75		
	Golf Pencils	12.30		
	Chili sample cups	15.00		
	Copies of ballots	4.35		
		\$ 497.70	\$	497.70

Bal \$ 82.30

**Total for Chili Cookoff 2018 \$82.30**

Minus cost of engraving - 15.00  
67.30

Verified by: Jean Scheidl / Lorna Wright  
Given to: Jean Scheidl

Happy Hour

August 24th :

Door	22.50
50/50	<u>57.50</u>
TOTAL	\$ 80.00

TOTAL FOR AUGUST 2018  
\$147.30

## Happy Hour September 2018

### September 7th - Karaoke Night

Door	\$	15.00
50/50	\$	<u>107.00</u>
<b>Total</b>		<b>122.00</b>

Expenditures \$ 310.00

**Total** \$ **310.00**

**Balance** \$ **(188.00)**

Verified by: Jean Scheidl/Lorna Wright  
Given to: Jean Scheidl

### September 21st

Door		
50/50	\$	45.00
<b>Total</b>	\$	<b>45.00</b>

Expenditures

**Total** \$ -

**Balance** \$ **45.00**

Verified by: Sandi Bellamy/Lorna Wright  
Given to: Jean Scheidl

**TOTAL FOR SEPTEMBER 2018 (\$143.00)**



**Sonoma Pines Homeowners Management Ltd.**

**Welcome Committee**

**Meeting Minutes**

**Location:** Clubhouse

**Date & Time:** October 2, 2018 - 4:00pm

**Attendance**

**Present:** Kim Reid, Cheryl Johnson, Kathy Hovorka, Lucy Lee

**Absent:** Shari Bouzane, Linda Morris

**Minutes Prepared By:** Kim Reid

- 1) Welcome Orientation session was attended by a total of 13 new homeowners. Good feedback. Request for more volunteers for communications, maintenance, landscaping and any other skills new homeowners may have that would benefit the community.  
Next orientation session date to be determined as need arises.
- 2) Volunteer Appreciation Event  
This was held on September 17<sup>th</sup>. It was well attended by approximately 80 people. Good feedback from this as well and plans are already being made for next years event.