

Sunset Neighborhood Association Meeting Minutes

Thursday, May 30, 2024

Location: Online, Zoom Meeting

CALL TO ORDER

Christelle Sheldon, Vice President of the Sunset Neighborhood Association (SNA), called the meeting to order at 7:01 p.m.

PRESENT

17 members were present thorough the meeting.

The meeting attendance sheet is in our files and is available upon request.

SURVEYS / POLLS

- How did you hear about this meeting? (9 votes)
 - Postcard Mailer - 56% of the vote
 - Word of Mouth - 22% of the vote
 - City of West Linn website - 22% of the vote
- For future SNA Meetings, what is your preferred meeting day & time? (9 votes)
 - Weekday from 7-8pm (excluding Friday evening) - 80% of the vote
 - Weekend from 12-1pm - 11% of the vote
 - Weekday from 8-9pm (excluding Friday evening) - 11% of the vote

ANNOUNCEMENTS

- Company ICON Construction is hosting a public Zoom meeting on Tuesday, June 7th at 7.00 p.m. to discuss a proposed land division at 4092 Norfolk St.
- The floor was opened for any other comments.

SECRETARY'S REPORT

Minutes of the previous meeting September 26, 2023 were available and approved as posted on the SNA website.

TREASURER'S REPORT

SNA - Discretionary Funds

Date	Description	Debit	Credit
May 23, 2024	Check #1005 Zoom Annual Subscription	\$160.86	
Jul 21, 2023	Check #1004 Zoom Annual Subscription	\$149.90	
Jul 14, 2023	Yearly stipend, City of West Linn		\$1,460.70
Jul 27, 2022	Yearly stipend, City of West Linn		\$900.00
Mar 16, 2022	Check #1003 Zoom Annual Subscription	\$149.90	
Jul 22, 2021	Yearly stipend, City of West Linn		\$900.00
Jul 30, 2020	Yearly stipend, City of West Linn		\$900.00

Available Balance \$6,700.44

OLD BUSINESS

1. **Sunset Park** : The city installed a new swing set, and this is now complete. Zip line has been repaired and it is operational.
2. **Sunset / Bolton realignment** : Bob Murphy, from Bolton NA, was going to meet with the city council to resolve the quandary. (A motion was made at the February meeting to move the 14 Skyline St residents into the Bolton Neighborhood Association. Motion was made, seconded, and passed unanimously.)
The City of West Linn Community Relations Coordinator confirmed this realignment is complete. No further action needed.

NEW BUSINESS

1. **Declarations of SNA membership.** Participants in the meeting were reminded about the requirement to declare membership in order to officially become members of the SNA, as stated previously in the mailer sent to the residents in the Sunset Neighborhood via postal mail. The option to declare membership at this moment was also offered, increasing the membership number by 7.
2. **Quorum Tally.** The updated tally for declared members is 24, with 16 present at the time. The percentage of present members is over 10%. Quorum is met.
3. **Proposed changes to SNA Bylaws & Vote if a quorum is met.**
 - a. **Proposed Quorum amendment.**

Article III, Section 4 of the Bylaws is updated by unanimous vote, and it reads as follows: "A quorum is satisfied by the presence of at least five (5) Sunset Neighborhood Association members. "Presence" can be either virtually or in-person. Resolution is adopted by a simple majority of those voting".

This updates the old rule "A quorum constitutes 10 percent of those eligible to vote. Resolution is adopted by a simple majority of those voting."
 - b. **Proposed amendment to membership expiration.**

Article III, Section 2, Part C of the Bylaws is updated by unanimous vote, and it reads as follows: "Any eligible person may become a member by declaring their intent to be a member at a general or special meeting. An eligible person or group, through a duly designated representative, may also become a member at any time by submitting to the SNA secretary a written statement of intent to join SNA. For the purposes of declaring membership, written statements may include, but are not limited to: paper communications, electronic communications, and/or the submission of an SNA webform. Once a person or group is registered as a member, they will remain a member for 5 years from the date of declaration, unless eligibility requirements are no

longer satisfied before the 5 year expiration. After 5 years, membership will expire and must be renewed in the methods outlined above if eligibility is still valid. Any active member may resign from membership through a paper or electronic written statement to the SNA secretary."

c. **Other proposed amendments.** No other amendments were proposed.

4. **Election of SNA President.** The position of President was vacant at the time. The Vice President asked for nominations. Eric Roberts was nominated and given the opportunity to speak and be introduced to the group. A vote was taken. At least 10 votes in favor, none against. Eric Roberts is confirmed as the new President.

FUTURE BUSINESS

- Reminder about the new administrative email address used by the SNA for declaring membership, adding items to the next agenda, suggestions, comments... sunsetnawestlinn@gmail.com
- There was a conversation about possible improvements for Sunset Park focused on small children. Several members indicated a desire to pursue ways to add new equipment dedicated to small children.

ADJOURNMENT

With no further business before the SNA, the Vice President adjourned the meeting at 7:40 p.m.

**** Next meeting TBA ****

Respectfully submitted by Cayetano Gil Sanchez, Secretary of the SNA.

SNA OFFICERS

President Eric Roberts*

Vice President Christelle Sheldon

Secretary Cayetano Gil Sanchez sunsetnawestlinn@gmail.com

Treasurer Doreen Vokes (503) 650-2072 dsekov@msn.com

* As of the end of the meeting on May 30th, 2024

For general city information, or association info and meeting minutes, visit:

westlinnoregon.gov | westlinnoregon.gov/sunset