

Annual
Meeting

July 8, 2024

Presented by
your Board
of Directors



- ▶ SUMMERFIELD
- ▶ CIVIC ASSOCIATION

Please remember to silence your gadgets!

Agenda

1. Call Meeting to Order & Welcome – Steve Blake
2. Introduction of Board Members – Steve Blake
3. Approval of the 2023 Annual Board Meeting Minutes - Steve Blake
4. Liaison Reports
5. Financial Report – Carol Knutson
6. Meet Your Candidates – Tom Clancy
7. Election of the New Board Members - Tom Clancy
8. Board Adjourns to elect Officers for '24-'25
9. Administrator's Report – Jennifer Stiffler
10. Reconvene and present new officers – Steve Blake
11. Remarks by outgoing President & Passing of Gavel to new President - Steve Blake
12. Remarks by new President
13. Adjournment by new President



Call to Order & Introductions

- ▶ Steve Blake, President
- ▶ Tom Clancy, Vice President
- ▶ Carol Knutson, Treasurer
- ▶ Dianne Phelps, Director
- ▶ Pat VanOsdel, Director
- ▶ JJ Gattuccio, Director
- ▶ John Acker, Director
- ▶ Summerfield Estates
- ▶ Lance Yunck, Apartments
- ▶ Jennifer Stiffler, Administrator & Non-Voting Secretary

Approval of minutes

2023 Annual Meeting



**MEETING
MINUTES**

Steve Blake, Director

Board Liaison to:
Website
Marketing



Liaison Report

Website

The Summerfield website is an invaluable tool, and we encourage residents to use it for information.

On the website, you will find Clubhouse happenings, important updates, a resident directory, Board Meeting Minutes, the *Summary* Newsletter, and information about Committees, Clubs, and Activities.

The newest tool for prospective residents is an up-to-date map of property listings under the LIVE HERE tab.

www.Summerfield55.org

Liaison Report

Marketing

- Creating a 3-5 year marketing plan for Summerfield
- Updating our photo catalogue of Summerfield grounds, residents, and activities
- Preparing to utilize social media and the Summerfield website to aid in branding – Resident contributions welcome!
- Updating the Summerfield brochure
- Researching new marketing avenues
- Looking to recruit two (2) more residents for the Committee

Carol Knutson, Treasurer

Board Liaison to:
Pro Shop
Volunteer Appreciation



Liaison Report

The PRO Shop



	Golf Rounds:	Golf Revenue:
2023	45,522	\$503,411
2022	43,944	\$463,838
2021	44,991	\$473,483

Rob Lindsey, Golf Pro



Liaison Report

Volunteer Appreciation Committee

The Volunteer Appreciation Committee hosts appreciation events for any Summerfield Volunteers including Board Members and Committee Members.

Volunteer Appreciation Event was held on April 16th, 2024

Veteran's Day Event will be held on November 11th, 2024

Pat VanOsdel, Director

Board Liaison to:
Newcomers Welcome
Sub-Associations
The *Summary* Newsletter
Clubs & Activities



Liaison Report

Newcomers Welcome Committee

- Newcomers Welcome Committee is made up of three teams:
 - Team #1 New Resident Welcome – *led by Carene Svoboda*
 - Team #2 Monthly Clubhouse Tours – *led by Diane Knox*
 - Team #3 Annual Fall New Resident Fair – *led by Delores Demarinis*

Living Among Us:

- A woman International Dragon Boat Racer for 20 years (10 years coaching). Raced in Berlin, Prague, Australia, and Taiwan.
- A woman who served 27 months in Ecuador with the original Kennedy's Peace Corp.
- A woman who was on the first all women delegation to China in 1975
- A woman who has walked Spain's famous 500-mile Camino d 'Santiago – TWICE.
- A man who ran the 40-mile Timberline Trail around Mt. Hood 3 times! 10 hours each time.

Liaison Report

Sub-Associations

Summerfield is home to eight (8) Sub-Associations

Townhouse #1 54 units

Townhouse #2 60 units

Townhouse #3 53 units

Townhouse #4 31 units

Townhouse #5 20 units

Brookside Condominiums 63 units

The Fountains Condominiums 110 units

Fountainwood Condominiums 12 units

Liaison Report

The *Summary* Newsletter

- Up to 40 contributors submit content for the monthly newsletter
- You can also find the *Summary* newsletter on our Website monthly



Liaison Report

Club and Activities

Newly added Clubs and Activities:

- Drum Circle
- Summerfield Socials Group
- Over 2200 scheduled events and meetings in the Clubhouse for 2024

JJ Gattuccio, Director

Board Liaison to:

CALC

Pool

Greens



Liaison Report

Common Area Landscape Committee (CALC)

Completing re-landscaping on the SW corner of 98th

Trimming trees and shrubs

Working on re-landscaping the median on 104th

Liaison Report

The Summerfield *Pool*

- The Pool has all new Pool Furniture which is commercial quality and *hopefully* easier to move around and get out of



Liaison Report

Greens Committee

The Greens Committee has been hard at work making sure that the golf course is being well maintained

Current project is working on ideas/plans for a practice bunker and or hitting bays



Dianne Phelps, Director

Board Liaison to:
Clubhouse
Library
Disaster Preparedness & Safety



Liaison Report

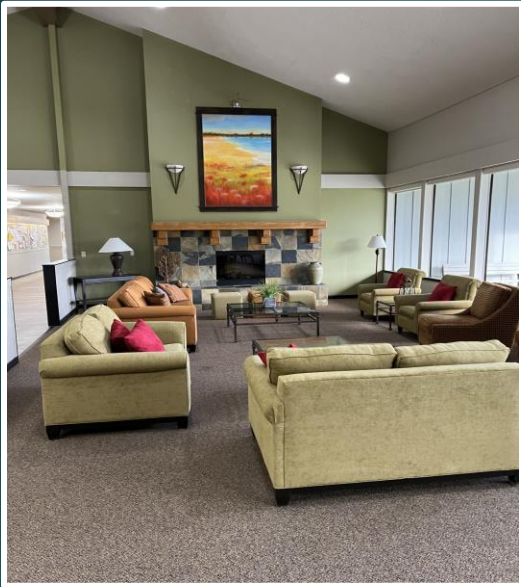
Clubhouse Committee

- Clubhouse Kitchen Remodel
- Living Room and Lobby Furniture/Decor update
- New Carpet installed downstairs, in the Pro Shop, and in the Conference Room
- Reconfigured the downstairs layout to accommodate Pool Table
- Reorganized 3 of the Clubhouse storage areas for more efficient usage
- Purchased collapsible carts
- Purchased new Electronic Piano for the Ballroom

KITCHEN REMODEL



LIVING ROOM REFRESH



Liaison Report

Library

The Library Committee works hard to ensure a variety of materials are available for Residents including books, newspapers, magazines, CDs, DVDs, and puzzles.



Liaison Report

Disaster Preparedness & Safety Committee

The Disaster Preparedness & Safety Committee has been working on hosting educational talks about Emergency Readiness, open to all the Summerfield Community

Talks include:

- SCAM prevention
- First Aid/CPR
- AED Operation

Tom Clancy, Vice President

Board Liaison to:
Architecture/Landscape
Wellness & Fitness
Nominating Committee



Liaison Report

Architectural/Landscape Committee

- A/L Committee is made up of 7 Area Representatives
- They have processed 184 Change Requests over the last 12 months
- Homeowners are working on fences, painting, trees/landscaping, chimneys, decks, driveways, roofs, patios, windows, doors, solar panels, golf screens, water features and HVAC equipment!
- Get your updated A/L Manual online or at the Office

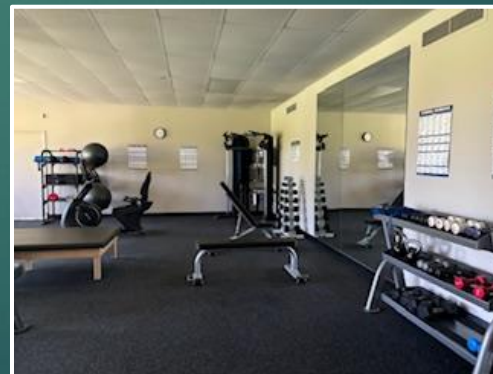
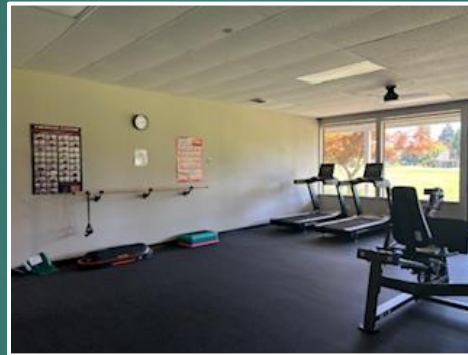


Liaison Report

Wellness & Fitness Committee

This year the Wellness & Fitness Committee accomplished an updated and beautiful Co-ed Fitness Room.

- 9 new machines
- New weights
- New lighting
- Gym flooring
- Exercise posters




Nomination Committee

Presented by: Tom Clancy,
Nominating Committee Chairperson

15 Member Nominating Committee
5 Candidates
2 Board vacancies
Meet the Candidates Night

Thank you to the Nominating Committee





A huge Thank you
to all Committee Chair-Persons,
members, and volunteers

You are the people that help our
community thrive, stay current and
keep it a beautiful place to live

Thank You!!

2023 Financial Report

Presented by Carol Knutson, Treasurer

	<u>Income</u>	<u>Budget</u>	<u>2022 totals</u>
Civic Assessments & misc.	\$ 1,051,717	\$1,048,150	\$1,017,330
Golf	<u>\$ 503,411</u>	<u>\$ 423,153</u>	<u>\$ 463,838</u>
Total	\$ 1,555,128	\$1,471,303	\$1,481,175

	<u>Expense</u>		
Administration	\$ 510,700	\$ 631,616	\$ 454,291
Golf	\$ 645,257	\$ 664,687	\$ 574,546
Transfer to Reserves	<u>\$ 175,000</u>	<u>\$ 175,000</u>	<u>\$ 123,547</u>
Total	\$ 1,330,957	\$1,471,303	\$1,152,384

January-June 2024

	<u>Actual</u>	<u>Budget</u>	<u>Difference</u>
<u>Income</u>			
Civic Assessments & misc.	\$ 987,372	\$ 996,500	- 9,128
Golf	\$ <u>307,171</u>	\$ <u>294,584</u>	<u>+12,587</u>
Total	\$ 1,294,543	\$ 1,291,084	- 3,459
<u>Expense</u>			
Administration	\$ 249,058	\$ 309,651	- 60,593
Golf	\$ 319,073	\$ 377,578	- 58,505
Transfer to Reserves	\$ <u>350,000</u>	\$ <u>252,586</u>	<u>+97,414</u>
Total	\$ 918,131	\$ 944,815	- 21,684

Reserves

- ▶ 2023 Beginning Balance \$ 1,509,404
- ▶ 2023 Ending Balance \$ 1,725,660

- ▶ Total New Buyers Fees Collected
- ▶ \$88,000

- ▶ **48 homes sold total in 2023**

- ▶ 20 sold in June, July, August
- ▶ 0 homes sold January or December

SCA OFFICE RENEWAL

BUILDING ENVELOP STUDY

KITCHEN RENEWAL

**CLUBHOUSE LIVING ROOM
RENEWAL**

Introducing Our 2024 Candidates



Carene Svoboda



- Lived in Summerfield for 4.5 years
- Involved in Newcomers Welcome Committee, Wellness & Fitness Club/Committee, Walk the Golf Course Group, Tuesday Happy Hour, Tigard High School Tech Support, and so much more

Chuck Coiner



- Lived in Summerfield for 3.5 years
- Former teacher
- Summerfield Golfer

Johnny Giccatti



- Lived in Summerfield 2 years
- Background in Planned Community Management, 18 years as HOA Property Manager
- Summerfield Golfer

Marshall Henry



- Lived in Summerfield 14.5 years
- Has been a member or leader of Landscape Committee, Pool Committee, Dance Club, and Travel Club

Ronda Butler-Villa



- Lived in Summerfield 1.5 years
- Recent new member of the Clubhouse Committee
- Extensive background in Administration including project management and facilities management



Election of New Board Members

Presented by Tom Clancy

Elected!!

Edited: Winners are Carene Svoboda & Johnny Giccatti

The Board will adjourn to the
Conference Room to elect
Officers for 2024-2025



Jennifer Stiffler, Administrator



Administrator's Report



Zach Palmer, Superintendent Extraordinaire

19 years of service with Summerfield



Chris Allen, Maintenance Extraordinaire



22 years of service with Summerfield

Rachel Funderhide, Admin. Assistant/Bookkeeper



Please welcome your new
Board of Directors...

SCA President – Steve Blake
SCA VP– Pat VanOsdel
SCA Treasurer – John Acker
and Directors – JJ Gattuccio,
Dianne Phelps, Carene Svoboda,
Johnny Giccatti



Closing remarks by Steve Blake

Passing of the gavel

Adjourn the meeting

Join Us



*Please join us in the
Lakeview Room for
refreshments hosted by our
50th Anniversary Planning
Committee*