

**BOARD OF DIRECTORS MEETING**  
**PINE RUN CONDOMINIUM ASSOCIATION, INC.**  
**Thursday, March 27, 2014**  
**8:30 AM Pine Run Club House**  
**AGENDA**

- I. Call the Meeting to Order.**
- II. Determination of Quorum.**
- III. Proof of Notice of Meeting.**
- IV. Resignations and Appointments.**
- V. Approval of Minutes of February 27, 2014**
- VI. BOARD REPORTS**
- VII. OLD BUSINESS**
  - a) Preliminary Discussion of Board Actions Relating to Restated Docs**
    - 1. Compliance Committee**
    - 2. Pest control**
    - 3. Pets**
    - 4. Parking**
    - 5. Carports**
    - 6. Capital Contribution**
    - 7. Authorization Forms re email for mailings**
    - 8. Revised rules and Regs**
- VIII. NEW BUSINESS**
  - a) Request for Pickle Ball Court**
  - b) Owner request to clear out Bamboo behind Bldg. B Section I**
  - c) Irrigation valves Section III**
  - d) Distribution of new directories**
- IX. ASSOCIATION UPDATES**
- X. PUBLIC COMMENT**
- XI. ADJOURNMENT**

**MINUTES OF THE MEETING  
BOARD OF DIRECTORS  
PINE RUN ASSOCIATION, INC.  
THURSDAY, MARCH 27, 2014  
8:30 A. M.**

Present: Pat Foley, President, Gretchen White, Vice President, Shelley Wheeler, Treasurer, Peter Campanelli, Secretary, Tom Foley, (arriving at 8:34 A. M.), Keenie Bugengagen, and Kathleen Koski, Director, Jim Kraut for Management and owners in the audience.

The meeting was called to order by the President, Pat Foley, at 8:31 A.M. in the Clubhouse, a quorum being present. Proof of Notice of Meeting was given with Notice and Agenda posted at least 48 hours in advance. All motions at this meeting were unanimously passed with all Directors present voting in favor of the motion, unless otherwise noted.

Resignations and Appointments: None.

Reading/Approval of Minutes of the Board of Directors Meeting of February 27, 2014: MOTION was made by Peter Campanelli and seconded by Gretchen White to approve the minutes of the Board meeting of February 27, 2014, as presented.

MOTION PASSED.

**NEW BUSINESS:**

- a. Request for Pickle Ball Court: MOTION was made by Peter Campanelli and seconded by Katie Koski to have the maintenance men paint the pickle ball lines on all Association tennis courts.

MOTION PASSED.

**BOARD REPORTS**

Vice President: Gretchen White reported that there will be a short Landscape Committee meeting right after this meeting.

Secretary: Peter Campanelli stated that he is working on a draft of the rules and regulations and appreciated the compliance and pet information provided. The draft should be ready for review at the April meeting.

Treasurer: Shelley Wheeler reported that she has signed off on the audit and signed the checks in the last check run. Management was asked to check the water bills in Section II.

Maintenance: Tom Foley read his report, which is attached and made a part of these original minutes. In addition, the lights are out on the entry sign and there is a termite issue at Unit # 713. Mr. Foley will send a letter to the owner of unit explaining that she can hire a different pest control company at her expense to check the termite issue. Termite information will also be put in the newsletter and on the website.

**Directors**

Katie Koski: Deferred.

Keenie Bugengagen: Deferred.

President: Pat Foley reported that 1). There is a renter in Unit # 120 but no application has been submitted and no fee has been paid. This renter also has two vehicles, pickup trucks, which are not allowed in Section II. 2). Management was instructed to send a second letter to the owner of Unit # 308, requesting that an application be submitted. Management will send a letter to the owner of Unit # 767, informing him that the Association has arranged for and has completed, the louver repairs and if not reimbursed immediately, will seize the rent for the property. 3).

Management will send a letter to the owner of Unit # 113 about removing the two motorcycles parked in their carport. 4). The Association is not required to have a new wind mitigation form at this time.

UNFINISHED BUSINESS:

- a. Preliminary Discussions of Board Actions Relating to the Restated Docs.
  1. Compliance Committee: Katie Koski and Keenie Bugengagen reviewed their preliminary draft of the compliance committee procedures and forms.
  2. Pest Control: Gretchen White reviewed her draft of the new pest control policy.
  3. Pets: Pat Foley reviewed her draft of the new pet policy.
  4. Parking: Tom Foley reviewed his draft of the new parking policy.
  5. Carports: Tom Foley reviewed his draft of the new carport policy.
  6. Capital Contribution: Pat Foley suggested that the capital contribution for each unit sold should be two months of maintenance fees, without reserves with the capital contribution received to be used to increase the reserve cash balances in the section in which the unit was sold.
  7. Authorization Forms regarding e-mail for mailings: Gretchen White reviewed her draft of the new authorization form.
  8. Revised Rules and Regulations: Covered.

NEW BUSINESS, CONT'D.

- b. Owner Request to Clear-Out Bamboo Behind Building B, Section 1: No action taken at this time.
- c. Irrigation Valves Section III: MOTION was made by Tom Foley and seconded by Peter Campanelli to replace the defective valves in Section III at a cost not to exceed \$1,300.

MOTION PASSED.
- d. Distribution of Directories: Katie Koski reported that the cost of the new directories was \$327. Board members volunteered to hand deliver the directories. Pat Foley will pick-up a set of labels from Management, to identify who has received a directory.

ASSOCIATION UPDATES.

- a. New Storage Area for Unit # 351: MOTION was made by Keenie Bugengagen and seconded by Gretchen White to approve the installation of a storage are for Unit # 351, provided that the required ARC request and drawings be submitted for signature.

MOTION PASSED.

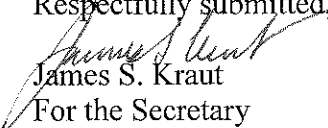
OWNER COMMENTS: 1). What do the landscapers do? The President will provide the owner with a copy of the landscape contract for review.

MOTION was made by Tom Foley and seconded by Shelley Wheeler that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 10:27 A. M. The next scheduled meeting of the Board will be held on April 24, 2014, at 8:30 A. M. in the clubhouse.

Respectfully submitted,

  
James S. Kraut  
For the Secretary

## Maintenance Report March 27, 2014

- ✘ The waste lines in 214 and below it are being replaced.
- ✘ Our second golf cart has been rehabilitated.
- ✘ This rain has reinforced the integrity of the drainage repairs leading to Blackburn Point Road and beyond.
- ✘ The lighting at the entrance and around to the laundry room in the 300s has been repaired in house. We have purchased new junction boxes that will be dedicated to fewer lights. That will make trouble shooting much easier.
- ✘ We have been fortunate that our ongoing stairway repair project has not revealed substantial rot as was happening earlier.
- ✘ Yesterday we found another waste line breach in unit 242.
- ✘ We are making progress on the tennis courts and we have a request to line one of them for pickle ball. I support the request. The players will assume the responsibility for the labor necessary.
- ✘ The recent bout of high winds brought down a few trees and our crew cut those up for disposal.
- ✘ Our crew is working on locating the underground controls for the sprinkler system on the even side of the 200s. When found they will be replaced.