

**BOARD OF DIRECTORS MEETING
PINE RUN CONDOMINIUM ASSOCIATION, INC.
Thursday April 23, 2015
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 March 26, 2014**
- VI. BOARD REPORTS**
- VII. OLD BUSINESS**
 - a) Representative Florida Mobility Equipment Co.**
 - b) Mailbox update**
 - c) Appraisal Recommendation**
 - d) Update on 2015-16 Insurance (Matt Mercier)**
 - e) Update Bicycle Parking Committee**
- VIII. NEW BUSINESS**
 - a) Arch Modification Request Unit 109,231 and 362**
 - b) Grounds modifications**
 - c) Compliance Committee**
 - d) Large Pool resurfacing**
- IX. PUBLIC COMMENT**
- X. ADJOURNMENT**

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
PINE RUN ASSOCIATION, INC.
THURSDAY, APRIL 23, 2015
8:30 A. M.**

Present: Pat Foley, President, Keenie Bugenhagen, Vice President, Owen Hodge, Treasurer, Peter Campanelli, Secretary, Kip Kellogg, (via telephone at 9:31 A. M.), Kathleen Koski, and Chris Saffici, Directors, 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 March 26, 2015: MOTION was made by Kate Koski and seconded by Keenie Bugenhagen to approve the minutes of the Board of Directors meeting of March 26, 2015, as presented.

MOTION PASSED.

UNFINISHED BUSINESS

- a. Representative Florida Mobility Equipment Company: Charlie Ross of 101 Mobility reviewed options for the riding chair and the chairlift and answered questions from the Board and owners. Exact prices were not available and permitting requirements for the chair lift are not known.
- b. Mailbox Update: Tom Foley reviewed his report, which is attached and made a part of these original minutes.

MOTION was made by Owen Hodge and seconded by Kate Koski to accept the mailbox proposal from US Mailboxes, at a cost not to exceed \$14,700, as presented.

MOTION PASSED.

- c. Appraisal Recommendation: MOTION was made by Owen Hodge and seconded by Chris Saffici to approve the proposal from Staebler Appraisal and Consulting to do the property appraisal at a cost of \$3,200, with reduced costs for updates, as presented.

MOTION PASSED.

- d. Update on 2015-2016 Insurance: Matt Mercier, from Bouchard Insurance, reviewed the timeline for insurance renewals. Mr. Mercier will provide the Board with quotes for flood insurance with \$10,000 and \$25,000 deductibles. Depending on the timing of the return of the property appraisal, the quotation should be ready for a Board vote on June 11.
- e. Update Bicycle Parking Committee: Owen Hodge reported that the Committee will continue to look at locations and will begin work again in September.

BOARD REPORTS

Maintenance: Tom Foley read his report, which is attached and made a part of these original minutes.

MOTION was made by Keenie Bugenhagen and seconded by Chris Saffici to authorize the repair of the irrigation systems in Sections II and III, at a cost of \$2,500, with funds to be charged to the Irrigation Reserves.

MOTION PASSED.

Secretary: Peter Campanelli reviewed issues with the sale application. The application will be revised so that all information will be provided at the same time.

Vice President/Landscaping: Keenie Bugenhagen read her report, which is attached and made a part of these original minutes.

Treasurer: Owen Hodge reviewed his report, which is attached and made a part of these original minutes.

Mr. Hodge was excused at 10:16 P. M.

Directors:

- 1. Kate Koski: No report.
- 2. Kip Kellogg: Various styles of locks will be tested when he returns in July.
- 3. Chris Saffici: Reviewed portions of the current washer and dryer contract.

MOTION was made by Peter Campanelli and seconded by Chris Saffici to approve a new 5 year contract with WASHCO, with a 25 cent increase per load, and with the contract to begin on January 1, 2016.

MOTION PASSED.

President: 1). An e-mail carbon copy has been received from the owner of Unit # 366 to a person who will be occupying and working in the unit. The President will send an e-mail to the owner of Unit # 366 requesting that, based on the exchange of goods and services, an ARC Request form and a rental application be completed to the Board for approval before the unit is occupied and any work is done. 2). The owners of Unit # 308 have received a final notice to have louvers repaired/replaced by May 31, 2015, or the Association will have the work done and the expense added to the statement for Unit # 308. 3). Unit numbers needed to be added to each storage closet to eliminate confusion and to the rear side of the units for easier identification.

NEW BUSINESS:

- a. Architectural Modification Requests: MOTION was made by Kate Koski and seconded by Chris Saffici to approve the ARC request from Unit # 231, for new ceiling and plumbing, as amended, Unit # 109, new ceiling and new flooring, with noise abatement as presented, and Unit # 362, to replace flooring and paint, as presented.

MOTION PASSED.

- b. Grounds Modifications: MOTION was made by Keenie Bugenhagen and seconded by Chris Saffici to approve the Grounds Modification Requests from Unit # 754, for mulch, and for Units # 707, 709 and 711, to cover a stump and install plants, as presented.

MOTION PASSED.

- c. Compliance Committee: 1). There have been three volunteers for the Compliance Committee so far. Section I: None. Section II: Brian O’Grady. Section III: Luke Brohmer and Gail Brown. 2). The owner of Unit 364 has been asked to remove items that have been placed, without permission, in the common elements.
- d. Large Pool Resurfacing: There is concern about draining the pool for resurfacing. More information will be provided.

Maintenance Report Continued: MOTION was made by Keenie Bugenhagen and seconded by Kate Koski to approve the proposal from Alphabet Signs for five new bulletin boards, at a cost of \$1,500, as presented.

MOTION PASSED.


Public Comment: 1). Are people with scooters getting a dedicated parking spot? 2). The lift is parked in a residential parking space, looks abandoned and should be moved. 3). The owner above Unit # 305 has no soundproofing in his floor and the noise is quite disturbing.

MOTION was made by Keenie Bugenhagen and seconded by Kate Koski that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 10:49 A. M. The next scheduled meeting of the Board will be held on Thursday, May 28, 2015, at 8:30 A. M. in the clubhouse.

Respectfully submitted,


James S. Kraut
For the Secretary

Jim Kraut

From: Owen Hodge <owenmhodge@gmail.com>
Sent: Tuesday, April 21, 2015 7:43 PM
To: Bugenhagen, Keenie; Christopher Saffici; Foley, Patricia; Foley, Thomas; Jackie Wood; Jim Kraut; Kip Kellogg; Koski, Kate and Provencher, Richard; Owen Hodge; Peter Campanelli
Subject: April Treasurer report

April 2015 Treasurer report

The association audit by Beverly Miller of Dowd and Whittaker has been completed. The audit states that Pine Run finances have been correctly maintained and reported according to all standard accounting practices.

We are still considering the \$3000 appraisal bid from Patricia Staebler of Staebler Appraisal and Consulting.

The First Quarter Financial report showed that after three months we had already spent 47% of the budgeted amount for our maintenance contract with Brinker&Wilson. Pat Foley noticed the discrepancy which was confirmed by Owen Hodge. It appears that Brinker&Wilson has been payed the contracted amount twice a month instead of once a month. Keyes-Caldwell is asking Brinker&Wilson to refund the overpayments. This is a manageable problem. We expect a quick resolution. As I suggested last month, I am working on refining the procedures for the association treasurer to follow so we can more quickly spot this kind of problem.

Owen Hodge

MAINTENANCE REPORT APRIL 2015

✘ Building #8 Section III is 90% finished and will be painted soon. As most of you have seen, what was uncovered was extremely rotted in several places. Our crew replaced one stairway. The original stairway construction does not satisfy code any longer. That means that when they are replaced they must be replaced with stringers, sides and center instead of metal supports on the sides.

✘ The crew is presently working on Building #B Section I. A balcony floor has rotted out along with some trim board. Fortunately, so far, what is underneath is not anywhere near as much of a problem as Building #8. Keep your fingers crossed.

✘ Irrigation: We believe that we have identified and can repair the problems in the system for Sections II & III. Here is the cost breakdown.

✓ Section II:	Controllors 3@\$150 (Singles)	\$450
	1@ 200 (Double)	200
	Valves 5@\$100	500
	Pipe, Glue, Hardware	<u>200</u>
	Total	\$1350
✓ Section III:	Controllors 2@\$150 (Single)	300
	1@200 (Quad)	200
	Valves 5@100	500
	Pipe, Glue, Hardware	300
	Total	<u>\$1300</u>
	Grand Total	\$2650

✘ Large Pool Repair: In 2012 we received estimates from two companies, Gettle and Klingel, Klingel did our small pool. I invited them both back to give us estimates again. Gettle came out. I was supposed to meet with Klingel yesterday. He did not show, so I called. Apparently Gettle had been in touch with Klingel and they decided to share the job. However, an issue came up that was not raised before. According to these two, there is a possibility that the water pressure exerted by the pond when the pool is drained will pop the pool out of the ground. So! I have called in three other companies for estimates along with Abbott Excavation. He did the "mud hogs" that were supposed to keep that from happening when we did some pool berm repair a few years ago. He is no longer in the pool repair business. I think that will mitigate an opinion designed to generate a questionable expense.

✘ Mailboxes: Separate report.

LANDSCAPING REPORT APRIL 2015

Brinker and Wilson have provided the following services this month: trimming, checking drainage ditches, weed control, mowing, weeding, edging, raking, invasive control and palmetto pruning. Although they raised the mower height, I have asked them to raise it further to promote the growth of healthy grass.

Gardenmasters completed the fertilization of the entire grounds. They also put down a thorough application of insecticide for ants. Herbicides were applied to the turf to control weeds. Plants were fertilized, inspected, and treated as needed.

Now that we have a fertilization and pesticide program in place, our other immediate concern that needs to be addressed is irrigation. The maintenance staff will be replacing valves to ensure that all areas are getting water.

4/19/15

Posted pool rules vs. the HOA's rules

By ILYCE GLINK and SAMUEL J. TAMKIN
Tribune Content Agency

ask them to issue clarification about the rules and put everyone on notice that they will be enforced.

Q: Are posted pool rules enforceable if their content is not written in the HOA rules, regulations or bylaws?

A: In general, the answer should be yes. Pool rules should be enforceable even if they are not written into HOA loans. I'm sure your state requires pool owners to have certain responsibility relating to their pools and may even require them to post rules relating to the use of the pool and its facilities. These laws relating to pools are required whether they are in the declaration or not.

We're wondering what you're concerned about. Is one of the homeowners in your association not abiding by the rules and/or claiming that he doesn't have to abide by them if they are not part of the association declaration? Or are certain rules unreasonable?

Whatever the issue, you should take your concerns to the committee that oversees the common elements of the association or clubhouse facilities and discuss these issues with them.

If you feel the rules as they stand are unreasonable, then you should attend the meeting of the board of directors of your association with examples of more "reasonable" rules from other communities nearby and use those examples to persuade them to amend the rules.

If someone in the community doesn't want to abide by the rules and are claiming they are unenforceable, the owner of the swimming pool (your association) must have the right to enforce swimming pool rules to the benefit and protection of all the residents and users of the facilities in the development.

If you need backup, go to the board of directors and