

**BOARD OF DIRECTORS MEETING
PINE RUN CONDOMINIUM ASSOCIATION, INC.
Friday June 26, 2015
10:00AM Keys Caldwell 1162 Indian Hills Blvd. Venice
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 June 11, 2014**
- VI. BOARD REPORTS**
- VII. OLD BUSINESS**
 - a) Large Pool Resurfacing Contract Approval**
- VIII. NEW BUSINESS**
 - a) Arch Modification Request Unit 221**
 - b) Maintenance updates and long range planning**
 - c) Security concerns**
- IX. PUBLIC COMMENT**
- X. ADJOURNMENT**

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
PINE RUN ASSOCIATION, INC.
FRIDAY, JUNE 26, 2015
10:00 A. M.**

Present: Pat Foley, President, Keenie Bugenhagen, Vice President, Owen Hodge, Treasurer, (via Skype) Peter Campanelli, Secretary, Kip Kellogg and Kathleen Koski Directors, Jim Kraut for Management and one owner in the audience. Absent: Chris Saffici, Director.

The meeting was called to order by the President, Pat Foley, at 10:02 A.M. at the offices of Keys-Caldwell, Inc., 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 June 11, 2015: MOTION was made by Owen Hodge and seconded by Kip Kellogg to approve the minutes of the Board of Directors meeting of June 11, 2015, as presented.

MOTION PASSED.

BOARD REPORTS

Vice President/Landscaping: Keenie Bugenhagen read her report, which is attached and made a part of these original minutes. The landscapers will be asked to trim palm fronds hanging below 15 feet and to spray weeds around air conditioning units.

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

Maintenance: Tom Foley reported that he has received four estimates for the resurfacing of the pool.

MOTION was made by Kip Kellogg and seconded by Keenie Bugenhagen to approve the proposal from Artistic Pools of Sarasota for \$15,274, as presented, with a start date in August.

MOTION PASSED.

The new mailboxes will be installed in August using sono-tubes.

Secretary: Peter Campanelli reported that owners and their agents are still submitting the old application and not submitting the required application fee. Management will send a letter to the owner of Unit # 107, asking for information about the current occupant. The Secretary will send the sale approval letters to the buyer as well as the seller.

Directors:

1. Kate Koski: Management will send the new authorization form to all the new 2015 owners and add the form to the sale application packet for future use. Completed forms will be sent to Kate Koski.
2. Brinker and Wilson were double paid in December 2014, January, February and March 2015. The Board will be provided with a list of vendors who are paid the same amount on a monthly basis to eliminate double payments.

UNFINISHED BUSINESS

- a. Large Pool Resurfacing Contract Approval: Covered.

NEW BUSINESS:

- a. Architectural Modification Requests Unit # 221: MOTION was made by Keenie Bugenhagen and seconded by Kate Koski to approve the ARC request from Unit # 221, as presented.

MOTION PASSED.

- b. Maintenance Updates and Long Range Planning: The President reviewed construction information on all buildings. The reports are attached and made a part of these original minutes.
- c. Security Concerns: The Board will investigate installing a locking gate between the property and the shopping plaza to keep out unwelcome visitors and the hole in the fence will also be repaired. The President will prepare a cover letter with the access code for the gate. The letter will also contain reminders about the new applications and fees. Keenie Bugenhagen will attend a County grant class for security lighting.

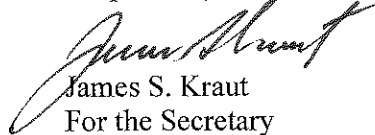
Public Comment: None.

MOTION was made by Kip Kellogg and seconded by Keenie Bugenhagen that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 12:08 P. M. The next scheduled meeting of the Board will be held on Thursday, July 23, 2015, at 8:30 A. M. in the clubhouse.

Respectfully submitted,


James S. Kraut
For the Secretary

Pine Run Association
Treasurer Report
June, 2015

We received a notice from Sarasota County Public Utilities that Pine Run water consumption was higher than average. The notice stated that someone from the Sarasota County public utilities staff came out and found that a leak indicator was spinning. Typical causes could be a continuously running toilet, a leak between a meter and a condo unit, or irrigation.

Pat Foley asked for our accountant at Keyes-Caldwell to forward the water bills for the year to her. There are a dozen water meters in Pine Run. The trick is to find which one indicates a leak. She quickly found the culprit, meter #62970 in section 1.

Read-out (meter #62970):

Jan.	Feb.	March	April	May	June
\$1041	\$1282	\$1310	\$1294	\$1721	\$2085

The next step is to apply for a rebate from the county.

I am reporting this as, in some ways, an appreciative spectator. A problem came up, it was very efficiently addressed. We are lucky to have someone on our board with this combination of knowledge and experience.

These are small amounts compared to things like insurance and reserve accounts, but the process is the same, and the process is working.

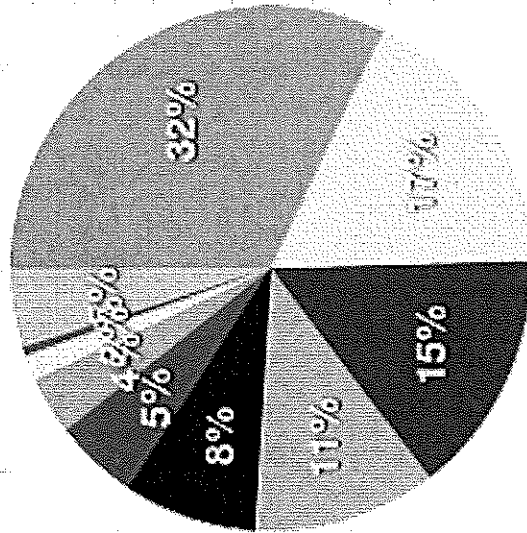
Pie Charts

Assessment Distribution

Assessments Distribution %

Insurance	282800	32.12%
Reserves	153574	17.44%
Payroll/Benefits	132855	15.09%
Utilities	100159	11.37%
Grounds	72760	8.26%
Repair/Mainten	45500	5.17%
Management	31752	3.61%
Pest	13600	1.54%
Legal	5000	0.57%
Misc.	42568	4.83%
		100.00%

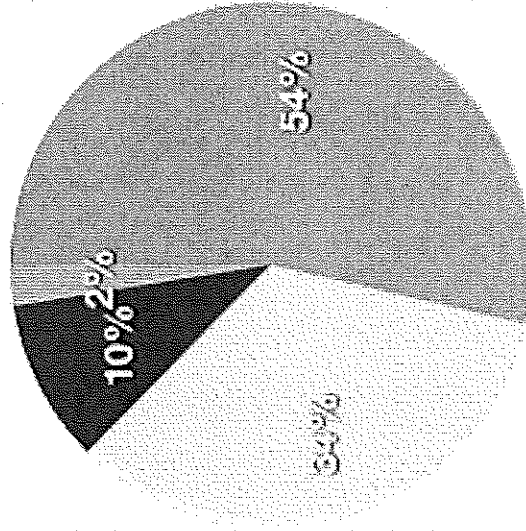
Chart 5



Where Assessments Are Spent (Excluding Reserves)

Spent In Section	53.62%
To Commons	33.82%
To Recreation	10.08%
To Small Pool	2.48%
Total	100.00%

Chart 4



BREEZEWAY

CLUBHOUSE

LANDING
8'6" HEIGHT

CLUBHOUSE
ENTRANCE

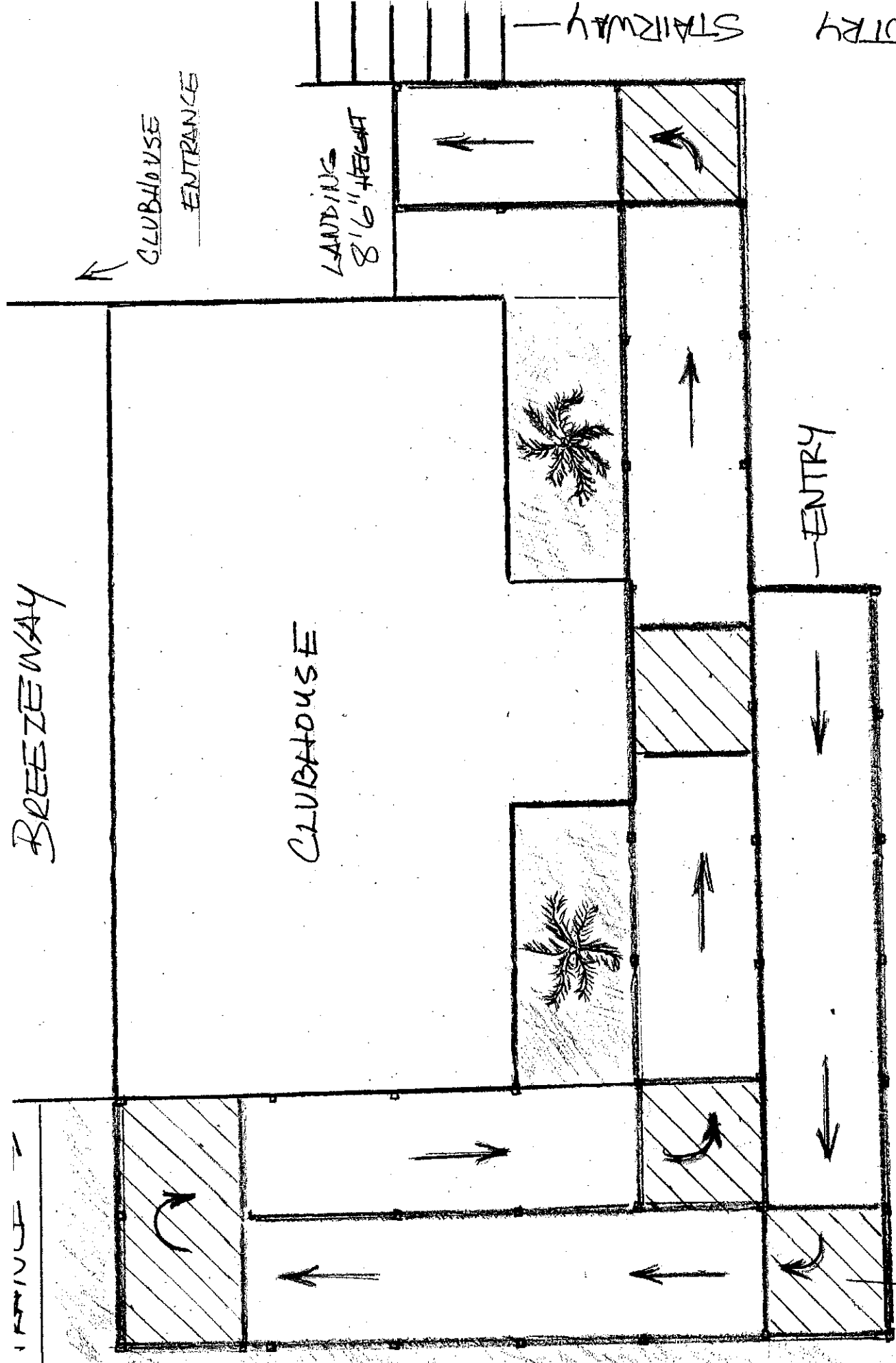
STAIRWAY

ENTRY

RISE 1:12
WIDTH 5 FEET
LANDING 5 FEET

SCALE $3\frac{1}{16}'' = 1'$

LANDINGS



Flat Roof Repairs as of June 2015

SEC/BLDG	UNIT#	Deck/date/condition	FlatRoof/date/condition
1/A	300	n/a	
	302	n/a	
	304	n/a	
	306	Deck 3	Flat 3
	308	Deck ?	
	310	n/a	
1/B	350	n/a	
	352	n/a	
	354	Deck 2	Flat 1
	356	n/a	
	358	n/a	
	360	n/a	
	362	Deck 1	Flat 1
	364	n/a	
	366	n/a	
1/C	351	n/a	
	353	n/a	
	355	n/a	Flat 2
	357	n/a	
	359	n/a	
	361	n/a	
	363	n/a	Flat 2
	365	n/a	
	367	n/a	
1/D	301	n/a	
	303	n/a	
	305	Deck 2	Flat 2011 1
	307	n/a	
	309	Deck 2012 1	
	311	n/a	
	313	Deck 1	Flat 2009 1

Flat Roof Repairs as of June 2015

	315	n/a	
I/D CONT.	317	n/a	

SEC/BLDG	UNIT#	Deck/date/condition	Flat roof/date/condition
I/E	700	n/a	
	702	n/a	
	704	n/a	Flat 2011 1
	706	n/a	
	708	Deck 2008 1	
	710	n/a	
	712	Deck 1	Flat 1
	714	n/a	
	716	n/a	
I/F	750	n/a	
	752	n/a	
	754	n/a	
	756	Deck 1	Flat 2011 1
	758	n/a	
	760	n/a	
I/G	751	n/a	
	753	n/a	
	755	Deck 3	Flat 2013 1
	757	n/a	
	759	Deck 1	
	761	n/a	
	763	Deck 2014 1	Flat 3
	765	n/a	
	767	n/a	
I/H	701	n/a	
	703	n/a	
	705	Deck 1	Flat 3

Flat Roof Repairs as of June 2015

Sec/Bldg	Unit #	Deck/date/condition	Flatroof/date/condition
I/H	707	n/a	
	709	Deck 3	Flat 1
	711	n/a	
	713	Deck 2014 1	Flat 2014 1
	715	n/a	
	717	n/a	

Flat Roof Repairs as of June 2015

SEC/BLDG	UNIT#	Deck/date/condition	Flatroof/Date /condition
II/10	122	n/a	
	124		Flat 2009 1
	126	n/a	
	128	n/a	
	130	n/a	
	132		Flat 2009 1
II/2	101	n/a	
	103	n/a	
	105		Flat 2013 1
	107	n/a	
	109	n/a	
	111	n/a	
	113		Flat 2012 1
	115	n/a	
	117		Flat 2012 1
II/3	119	n/a	
	121		Flat 3
	123	n/a	
	125		Flat 2013 1
	127	n/a	
	129	n/a	
	131	n/a	
	133		Flat 2
	135	n/a	
	137		Flat 3
	139	n/a	
	141	n/a	
II/4	100	n/a	
	102	n/a	
	104	n/a	

Flat Roof Repairs as of June 2015

	106		Flat 2013	1
	108	n/a		
	110		Flat 2013	1
	112	n/a		
	114	n/a		
	116		Flat 2013	1
	118	n/a		
	120		Flat 2013	1

Flat Roof Repairs as of June 2015

SEC/BLDG	UNIT#	Deck/Date/Condition	Flatroof/Date/Condition
III/5	201	n/a	
	203		Flat 2012 1
	205	n/a	
	207		Flat 2011 1
	209	n/a	
	211	n/a	
	213	n/a	
	215		Flat 2
	217	n/a	
	219		Flat 2011 1
	221	n/a	
	223	n/a	
III/6	225	n/a	
	227		Flat 2
	229	n/a	
	231		Flat 2
	233	n/a	
	235	n/a	
	237	n/a	
	239		Flat 2
III/7	234	n/a	
	236		Flat 2
	238	n/a	
	240	n/a	
	242	n/a	
	244		Flat 2013 1
III/8	222	n/a	
	224		Flat 2012 1
	226	n/a	
	228	n/a	
	230	n/a	
	232		Flat 2

Flat Roof Repairs as of June 2015

Sec/Bldg	Unit #	Deck/date/condition	Flatroof/date/condition
III/9	200	n/a	
	202	n/a	
	204	n/a	
	206		Flat 2013 1
	208	n/a	
	210		Flat 2013 1
	212	n/a	
	214	n/a	
	216		Flat 2013 1
	218	n/a	
	220		Flat 2013 1

Key:

- 1 Good –excellent condition
- 2 Fair-Good condition, watch for problems
- 3 Needs work

Building Restoration 2007-2015 and Paint

Section/Bldg	Res. Date	Spec. Assmt.	Contractor		Paint Date	Contractor	amt	notes
I A	2008	\$37,000*	Hagen		2008-9	In-house		Paint
B	2008	\$89,000*	Hagen		2008-9	In-house		Paint
C	2012	\$65,000**	Hagen		2012	Martinez	\$7,500	
D	2010	\$47,000	Hagen		2010-11	In-house		
E	2011 2012	\$52,126	Hagen		2012	Martinez	\$6,100	
F	2011	\$15,894	Hagen		2011	Martinez	\$5,200	
G	2007		W. Wenck P. Bangs	Needs work	2007	In-house		Paint
H	2005	\$68,650	W. Wenck	Needs work	2005	In-house		Paint

*Additional funds from "louver reserve"

**Shared with Building E

Section/Bldg	Res. Date	Spec. Assmt.	Contractor		Paint Date	Contractor	Amt.	
II 10	2009	\$65,000	Hagen	Needs slats done	2009	In-house		
2	2009 2011	\$65,000	Hagen		2011	Martinez	\$7,500	
3	2006		W. Wenck	Needs work				Paint
4	2012	\$100,000	Hagen		2012	Martinez	\$10,000	

Section/Bldg	Res. Date	Spec. Assmt.	Contractor		Paint Date	Contractor	Amt.	
III 5	2010	\$60,000	Hagen		2010	Martinez	\$7,500	
5/9	2011	\$100,000	Hagen		2011	Martinez	\$9,200	
9	2007	\$86,363	W. Wenck		2008	In-house		
6	2009	\$70,000	Hagen		2009	In-house		
7	2007	\$99,274	W. Wenck P. Bangs	Needs work	2007	In-house		paint
8	2006 2015	\$79,000 TBA	W. Wenck In-house		2006 2015	In-house In-house		

Building Restoration 2007-2015 and Paint

Club House to be bid pending engineer/architect update. Funds in Reserves.

Stairs June 2015

SEC/BLDG	UNIT#	Stairs	DONE/DATE	CONDITION
I/A	300	✓	2008	1-2
	302	n/a		
	304	n/a		
	306	✓	2008	1-2
	308	n/a		
	310	✓	2008	1-2
1/B	350	✓	2008	1-2
	352	n/a		
	354	✓	2008	1-2
	356	n/a		
	358	n/a		
	360	n/a		
	362	✓	2008	1-2
	364	n/a		
	366	✓	2008	1-2
1/C	351	n/a		
	353	✓	2012	1
	355	✓	2012	1
	357	n/a		
	359	n/a		
	361	n/a		
	363	✓	2012	1
	365	✓	2012	2
	367	n/a	?	
1/D	301	✓	2010-11	1
	303	n/a		
	305	✓	2010-11	1
	307	n/a		
	309	n/a		
	311	n/a		
	313	✓	2010-11	1
	315	n/a		

Stairs June 2015

I/D CONT.	317	✓	2010-11	1

SEC/BLDG	UNIT#	Stairs	DATE /DONE	CONDITION
I/E	700	✓	2011	1
	702	n/a		
	704	✓	2011	1
	706	n/a		
	708	n/a		
	710	n/a		
	712	✓	2011	1
	714	n/a		
	716	✓	2011	1
I/F	750	✓	2011	1
	752	n/a	2011	1
	754	n/a		
	756	✓	?	2
	758	n/a		
	760	✓	2011	1 chair lift
I/G	751	✓	2007	3
	753	n/a		
	755	✓	2007	3
	757	n/a		
	759	n/a		
	761	n/a		
	763	✓	2007	3
	765	n/a		
	767	✓	2007	3
I/H	701	✓	2005	3
	703	n/a		
	705	✓	2005	3
	707	n/a		

Stairs June 2015

	709	n/a		
I/H CONT.	711	n/a		
	713	✓	2005	3
	715	n/a		
	717	✓	2005	3

Stairs June 2015

SEC/BLDG	UNIT#	Stairs	Date/Done	CONDITION
II/10	122	n/a		
	124		2009	1-2
	126	n/a		2
	128		2009	2
	130	n/a		
	132		2009	2
II/2	101	n/a		
	103	n/a		
	105	✓	2011	1-2
	107	n/a		
	109	✓	2011	1 needs wash
	111	n/a		
	113	✓	2011	1-2
	115	n/a		
	117	✓	2011	1-2
II/3	119	n/a		
	121	✓	2011	1-2
	123	n/a		
	125	✓	2006	3 very bad
	127	n/a		
	129	✓	2006	2-3
	131	n/a		
	133	✓	2006	3
	135	n/a		
	137	✓	2006	3
	139	n/a		
	141	✓	2014	1
II/4	100	n/a		
	102	✓	2012	1
	104	n/a		
	106	✓	2012	1

Stairs June 2015

	108	n/a		
II/4 CONT	110	✓	2012	1
	112	n/a		
	114	n/a		
	116	✓	2012	1
	118	n/a		
	120	✓	2912	1

Stairs June 2015

SEC/BLDG	UNIT#	STAIRS	DATE/DONE	CONDITION
III/5	201	n/a		
	203	✓	2012	1
	205	n/a		
	207	✓	2011	1-2
	209	n/a		
	211	✓	2011	1-2 needs wash
	213	n/a		
	215	✓	2011	1-2
	217	n/a		
	219	✓	2012	1
	221	n/a		
	223	✓	2011	1
III/6	225	n/a		
	227	✓	2009	2
	229	n/a		
	231	✓	2009	3
	233	n/a		
	235	✓	2013	1
	237	n/a		
	239	✓	2009	3
III/7	234	n/a		
	236	✓	2007	2-3
	238	n/a		
	240	✓	2007	3
	242	n/a		
	244	✓	2007	3
III/8	222	n/a		
	224	✓	Sched 2015	
	226	n/a		
	228	✓	2015	1
	230	n/a		
	232	✓	Sched. 2015	

Stairs June 2015

III/9	200	n/a		
	202	✓	2010	1-2
	204	n/a		
	206	✓	2011	1
	208	n/a		
	210	✓	2010	2
	212	n/a		
	214	n/a		
	216	✓	2010	2 chairlift
	218	n/a		
	220	✓	2010	2

Key: 1 Good condition, built to present code
 1-2 Good condition but built to past code
 2 Watch might need repair in a few years
 3 Need to be replaced or major repair

Costs to do stairs 2014 price: \$2690 with no sub-roof
 \$3440 with sub-roof