

**BOARD OF DIRECTORS MEETING
PINE RUN CONDOMINIUM ASSOCIATION, INC.
FEBRUARY 23, 2017
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 January 26, 2017
- VI. BOARD REPORTS
- VII. OLD BUSINESS
 - a) Unit 357
 - b) Shed
 - c) Logo
 - d) Walk-through
- VIII. NEW BUSINESS
 - a) Update of Rules and Regulations
- IX. PUBLIC COMMENT
- X. ADJOURNMENT

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
PINE RUN ASSOCIATION, INC.
THURSDAY, FEBRUARY 23, 2017
8:30 A. M.**

Present: Keenie Bugenhagen, President, Kip Kellogg, Vice President, Owen Hodge, Treasurer, Peter Campanelli, Secretary, Kathleen Koski, Mike Wilder, Directors, Jim Kraut for Management and owners in the audience. Absent: Tom Foley, Director.

The meeting was called to order by the President, Keenie Bugenhagen, at 8:30 A.M. at the clubhouse, a quorum being present. Proof of Notice of Meeting 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 Previous Meetings: MOTION was made by Owen Hodge and seconded by Mike Wilder to approve the minutes of the Board of Directors meeting of January 26, and the Organizational meeting of February 7, 2017, as presented.

MOTION PASSED.

BOARD REPORTS

Secretary: 1). Peter Campanelli submitted two e-mails and a newspaper article for Board review. The newspaper article has been attached and made a part of these original minutes. 2). The Secretary will send a letter to all owners with annual tenants, who have not submitted a new application after the annual lease has expired. 3). Management will send a letter and blank rental application to the owner of Unit # 132, as the unit appears to be rented but no application has been submitted.

Maintenance: Kip Kellogg 1). Read his report, which is attached and made a part of these original minutes. 2). The down payment deposit for the roof work will be paid when submitted.

AGMs: MOTION was made by Kip Kellogg and seconded by Owen Hodge to approve the AGMs for Unit # 129, to replace the bath vanity and Unit # 124, to replace kitchen countertops 106: kitchen floor and cabinets, Unit # 137: new floor coverings, Unit # 711: modifications to the enclosed porch, Unit # 304: soundproof fencing around the outside air conditioning unit and Unit # 116: paint front door in approved color, as presented.

MOTION PASSED.

Treasurer: 1). Owen Hodge read his report, which is attached and made a part of these original minutes. 2). The overage in water bills in Section # 3 was traced back to two leaking toilets in one unit. Owners need to turn off their water and have their unit inspected when they are not staying in their unit.

Kate Koski: 1). The directory went to press on Monday and should be ready for distribution today. Management will provide the mailing labels, volunteers are needed to hand them out. Thos that cannot be hand delivered will be mailed. 2). Kate Koski and Owen Hodge are working on a lighting grant and will have an owners participation meeting to select style. Mr. Hodge will put a sample of the selected styles on the website. 3). There are spotlights on the back of buildings that are very bright and intrusive. The President will do a walkthrough of the property to locate the lights in question. It is uncertain who some of the lights belong to.

Mike Wilder: Deferred.

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

Landscape AGMs: MOTION was made by Owen Hodge and seconded by Mike Wilder to approve the AGM request from Unit # 351: to install marigolds, Crotons and mulch, as presented.

MOTION PASSED.

UNFINISHED BUSINESS

- a. Unit # 357: The foreclosure lien has been filed against the owner and legal action is also proceeding for the unauthorized rental and private mortgage lender.
- b. Shed: MOTION was made by Kip Kellogg and seconded by Owen Hodge to approve the purchase of a storage shed to be placed in the recreation area, at a cost not to exceed \$7,000.

MOTION PASSED.

- c. Logo: Mike Wilder 1). Read his report, which is attached and made a part of these original minutes. 2), There are two logos have been selected for use. 3). The Board will select products for sale after the meeting.

MOTION was made by Owen Hodge and seconded by Mike Wilder to authorize the mailing of a letter and order form to all owners informing them of merchandise for sale and encouraging them to purchase.

MOTION PASSED.

MOTION was made by Owen Hodge and seconded by Kip Kellogg to authorize up to \$2,500 for the purchase of Association merchandise for resale.

MOTION PASSED.

- d. Walkthrough: 1). There were 27 compliance letters written and mailed. Some responses have been received. 2). There will be monthly walkthroughs of various sections to evaluate compliance. 3). Volunteers are needed for the Compliance Committee.

NEW BUSINESS.

- a). Updates of Rules and Regulations: 1). The Secretary will make suggested modifications and updates to the current rules and regulations and present them to the Board for review. 2). The pool signs need to be updated. 3). Appendix 6A needs to be created, which will contain the form needed for building neighbor approval for AGM requests.
- b). Association Updates: 1). Can we add a Lost and Found section to the website? 2). Ace Hardware will be moving into the strip mall between the Association and Route 41.

MOTION was made by Kate Koski and seconded by Mike Wilder to approve an additional \$100 for the new file cabinet.

MOTION PASSED.

(For: Bugenhagen, Campanelli, Hodge, Koski, Wilder. Abstain: Kellogg).

Public Comment: 1). The new "Slow Signs" attract attention but are not in keeping with our "quiet" atmosphere. 2). The pool chairs are dirty. 3). The numbers for parking spaces for Units # 358, 360 and 707, need to be painted on the spaces. 4). Tenants can have one pet, with owner

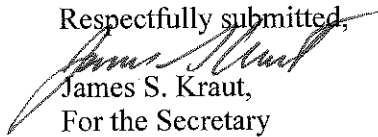
approval.

MOTION was made by Kip Kellogg and seconded by Kate Koski, that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 10:25 A. M. The next regularly scheduled Board of Directors meeting will be held on Thursday, March 23, 2017, at 8:30 A. M., at the clubhouse.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "James S. Kraut", is written over the typed name.

James S. Kraut,
For the Secretary

February 2017 Maintenance Report

if a contractor fires up his chop saw at 8:15 in the morning, and nobody hears it...is that the sound of progress??? YES!!!!

We move forward with work on building 3. How do I know its progress??? I look out my bedroom slider to the lovely view of scaffolding.

So many things happening at PR. We have attempted to raise the temp of the big pool. We were rained out on our final walk thru of bldgs G&H, and will reschedule. We put shovel into earth, and began the great dig for irrigation for section 1. If you have ever wondered what our staff does, and why you can't find them??? Just this week, we have spent over 40 hours digging and trenching along old map lines in hopes of finding and replacing junction boxes with new controllers. We have more to find, before we can make the system functional, but it is a good start.

We have a tentative start date for roofing of building G&H of March 1 or March 6th. This will be the beginning of our roof plan. If all goes as planned, I would like to see us move on to buildings A,B,7,and 3 before the end of this year.

February, 2017 Treasurer Report
Owen Hodge

Roof and Paint Schedule: First Draft

Here is a possible schedule for completing work on fascia, roofs, and paint. These figures are based on bids for work currently being done by Hagen Construction, and from bids recently received. As we get more bids and information we can sharpen the accuracy of these figures. The schedule should be considered as the start of a serious conversation about getting this necessary work done. We would like to be able to have a plan to approve by April so that we can present it to our insurance agent. We will definitely be asking for input from Pine Run owners in this budget process.

Each building will require fascia, roofing, and paint. Fascia for buildings G,H,3, and 7 was funded by the 2016 special assessments.

Section	2016	2017	2018	2019	2020	2021	2022	2023
1	G,H(fascia)	G,H(roof,paint)	A,C	D,F	B	E		
2		3,4			10	2		
3	7(fascia)	7(roof,paint)	6			5		9

This schedule would require increases in the monthly assessments in the \$60 to \$75 range until the roofs and painting are complete. When that happens we can reassess our financial situation. After the work is complete we should probably commission a new reserve study to enable us to maintain a long term financial plan.

PRESIDENT'S REPORT FEBRUARY 2017

I would like to welcome new Board member Mike Wilder to his first full Board meeting. Mike is already proving to be a valuable member of the Board with all the work he has done investigating Pine Run logo merchandise. It has been an incredibly busy month for the entire Board. In addition to the regular maintenance, lease and sale approvals, paying of bills, etc. we have had building rehab work being done, many hours spent on the lighting grant, the annual owners' meeting, tennis court bids, budget planning and preparation for the roofing project to begin. These projects will continue into the coming months.

We have placed mobile reflective speed slowing figurines around the community. If they do not help, we will need to consider speed bumps.

Owen and I met to do initial work on a long-range plan for building rehab and roofing. We need to have additional meetings of a subcommittee of Board members to be prepared to solicit insurance bids.

Peter and I met to begin to address units that are not complying with leasing requirements. We need to be vigilant in pursuing owners who we find to be renting without the required approval.

The Association continues to work with legal counsel to defend ourselves against the two lawsuits filed against us.

Molly Summers did extensive work to eliminate asparagus fern from the entrance areas cleared of invasives last spring. She also has done preliminary work to eliminate the new growth of the other invasives in this area. She will be returning next week to continue this work.

GardenMasters fertilized all plants with organic granular fertilizer this month.

I have an A/GM form from Unit 351 for landscaping.

REAL ESTATE MATTERS

Sarasota condo owner threatened with eviction

By Ilyce Glink and Samuel J. Tamkin
Tribune Content Agency

Q: I live in Sarasota and have owned my condo since 2003. I've had quite a number of issues with the manager of the building. The manager is telling me that they can evict me if they want to. Is this possible? I really need legal help.

A: Whenever we get requests for specific legal help, we have to tell readers that they should consult a local attorney that practices in the area in which they have a question. Having said that, you should know that most association documents do give the association the right to evict homeowners; but that is generally in very limited circumstances.

The most common example is where a homeowner fails to pay his or her assessments to the association. The association can file (or may have) a lien against the unit and can foreclose on that unit to collect the unpaid assessments. During the foreclosure process,

the association may also proceed to evict the offending homeowner.

Your association governing documents will contain the rules and regulations for the association. We'd suggest you take a careful look at those documents. While we have no idea what the confrontations have been between you and the manager, if you've violated the rules of the association and continue to violate those rules, those same rules may allow the association the right to evict you. While that may sound extreme, there are probably a number of caveats that would go along with their ability to evict you.

Some states have laws that regulate condominiums and other associations. Those laws may restrict or regulate what an association can do when it comes to evicting owners from their own homes. And, it may dictate the process by which the association must follow in order to play by the rules.

But as we've said, the association generally does have the right to evict

The most common example is where a homeowner fails to pay his or her assessments to the association. The association can file (or may have) a lien against the unit and can foreclose on that unit to collect the unpaid assessments. ... Your association governing documents will contain the rules and regulations for the association. We'd suggest you take a careful look at those documents.

homeowners for the non-payment of assessments. Whether the association would have the right for other reasons would depend on those reasons, the circumstances surrounding the situation and the wording in the governing documents.

It may be that your association's governing documents don't allow the association to evict you other than for the non-payment of assessments. But if in the definition of assessments you include late fees and other fees and fines that go unpaid, if you then fail to pay those fines, you could find yourself in a position of having to defend yourself from an eviction proceeding with

your association.

So, as we said above, if things have gotten so bad with your association that they are threatening to evict you, you might want to seek legal help and soon.

— Ilyce Glink is the creator of an 18-part webinar + ebook series called "The Intentional Investor: How to be wildly successful in real estate," as well as the author of many books on real estate. She also hosts the "Real Estate Minute," on her YouTube channel. Samuel J. Tamkin is a Chicago-based real estate attorney. Contact Ilyce and Sam through her website, ThinkGlink.com.

I have researched Screen Printing companies and requirements for our LOGO project. Screen-printing requires artwork setup and sometimes logo manipulation, depending on the quality of the logo artwork and the printing methods chosen. We are working with the top 2 LOGO winners on this project.

1. Working with The Embroidery Patch & More of Venice, the following estimates were given. All work is done on-site. Once concrete quantities and materials are chosen, they can provide a written quote.

The larger colored LOGO that won might be useable in it's current JPEG format; if not, a one-time \$25 fee would be charged for high resolution vectoring of the image. Initial setup fees are \$25/color, or \$120 for 4 Color Process work, which can then provide the blending and shading required by the logo.

Material costs vary per selected material (tee shirt and cap materials and styles). A large variety are available, I tried to only price the least expensive selections.

Caps: the least expensive item, they are not screen-printed, but embroidered with the small pine run logo in one color, e.g. black or dark green.

Initial one-time set up charge on the Caps is \$40.

100 Caps in the CP80 style, either structured or non-structured, would run about \$9/cap including the logo on the front. Less than 100 would cost about \$.50 more each. The Performance Cobra Cap would cost around \$2 more per cap. Other styles are more expensive.

Screen-printing on these hats is not done, because of appearance.

Tee Shirts, less expensive than polo-style shirts; style of shirt determines price. I priced out the cotton or 50/50 basic tee shirts. The larger logo that we use would be placed on the back of the shirt, with the smaller pine run logo on the front left, both screen-printed. A white or very light gray color is best for the logo we have selected on the back to provide the best image.

Tee Shirts would require the 4 Color Process one-time setup charge of \$120 for our logo; for less colors, a single color screen print can be done for a 12-shirt minimum; two or more colors requires a 24-shirt minimum. Sizes in the shirts can vary.

So for a minimum 24 Gildan brand type shirts, the shirt cost would be \$11/shirt for a Four Color Process. This includes the images on both the back of the shirt and the left front chest. 50 or more shirts would cost about .50/each less/grouping numbers.

License Plates: made of aluminum, estimated at \$18/each with logo; quantities of 100 would be around \$14/each.

Coffee Cups run around \$12/each with Four Color Process.

Future orders of shirts would still require a minimum of 24 shirts at a minimum, but there would be no setup charges. So a 2nd order would just be \$11/shirt for the Four Color Process.

2. Internet Choice: Upturn Services, Internet Seller of Promotional Items.

The problem here is the incredible number of units. Ask for caps and you get over 30,000 choices; mugs 17,000. After reviewing caps and shirts, their prices appear initially a dollar or two cheaper, but incur numerous small fees to get to the final prices, shipping charges, higher setup fees, require longer lead times, embroidery on caps adds substantially more than screen-printing, minimums are larger.

After discussing our requirements with their salesperson, our requirements would best be done locally. They are a better option for license plates, magnetic items, mobile phone wallet cases, etc., in larger quantities.

3. Tervis Tumbler: Met with Store Manager who said they can provide a 16oz tumbler with our larger logo wrapped inside. It would require a minimum of 50 tumblers ordered. Cost would be \$50 art fee, \$25 logo vectoring fee done by a friend, plus \$9.99 and \$5 Custom fee per Tumbler, plus tax. Total of \$882.22 (estimated) equals \$17.65 per tumbler. Sold at \$25 each would provide a profit of \$7.35 per tumbler, or \$367.50 for 50 units.

4. Gemini Apparel, North Venice. No Setup Charges or sales tax for Non-Profits. Can provide multiple colors or Four Color Process to create our large logo on Tee Shirts, etc. Also does Embroidery for caps and front of tee shirts. In using the Gilden 8000 Style Dry Blend shirt, would recommend either a white or other light color. Minimum Order of 36 shirts, \$10.55 each. Sizes can be intermixed S-XL. Add \$1.75 for 2XL.

48 shirt order equals \$8.30/shirt.

72 shirt order equals \$7/shirt

Needs original artwork sent directly to him.

Polo Shirts range in price from \$20-\$22 range or more, brand dependent.

Caps -average around \$10-\$11 each, embroidered with small logo.

Less expensive caps are @\$1-\$2 Less.

Cobra caps are around \$9 each.

Velcro or slide loops are available on rear of most caps.

24-piece minimum.

Next grouping of 72 caps save 50-75 cents each.

Next grouping of 144 caps save \$1 or more per cap.

Any color can be chosen for embroidery; recommends staying away from white caps, which get dirty easily; believes a stone or kaki would be best.

License plates – 50 pieces, \$6-\$7 each; Aluminum in full color.

Coffee cups – 72 pieces @ \$3 each for single color (e.g. white cup, green color of small logo).

Coozies: Larger quantities needed; 250 with one color imprint of small logo at \$.69/each, plus small shipping charge of around \$14. No set up needed.

Tumblers: They can also do Tervis Tumblers, 16 oz with a lid and film of larger logo inside. Minimum of 100 pieces needed. Price of \$9.50 each.

Comparison Chart for Logo Projects

Gemini Apparel

Tee Shirts: Minimum # 36, \$10.55/ea S-XL; 2XL \$12.30/ea
Order 48 shirts, \$8.30/ea
Order 72 shirts, \$7/ea

Caps: \$8-\$11 range, 24 piece minimum, Cobra caps @\$9/ea
72 caps save .50-.75 cents/each
144 caps saves @\$1/ea

License Plates: 50 pieces around \$6-\$7 ea, Full Color, Aluminum

Coffee Cups, Coozies, Tervis Tumbler: best location

Embroidery Patch & More

Tee Shirts: Minimum #24, \$11.00/ea plus setup of \$145 one-time setup.
Order 50 or more shirts, around \$10.50 shirt.

Caps: 100 @\$9/ea in CP80 style plus \$40 one time setup fee; Cobra caps @\$11/ea
Less than 100 are about .50 more each.

License Plates: 100 pieces around \$14/each, Four color process; less around \$18/ea

Potential Fund Profits toward Lighting Project, based on using Gemini Apparel and estimated Sales Prices:

72 Shirt Order @\$7 ea, cost \$504, Sell @ \$15, Profit $8 \times 72 = \$576$

72 Cobra Caps @8.50 ea, cost \$612, Sell @\$15, Profit $6.50 \times 72 = \$468$

72 Coffee Cups @3 ea, cost \$216, Sell @\$10, Profit $7 \times 72 = \$504$

250 Coozies @69 cents ea, cost \$186.50, Sell @ \$3/ea x 250, Profit = \$563.50

100 Tervis Tumblers @9.50 ea, cost \$950, Sell @ \$15/ea, Profit = \$650

Total Costs = \$2,468.50

Total Profits towards Lighting Project = \$2,761.50

PINE RUN ASSOCIATION, INC.

8/23/17

Sign In Sheet and Request to Speak on an Agenda Topic. Date:

Name	Address/Lot #	Requesting to Speak <input type="checkbox"/> Y <input type="checkbox"/> N	Topic (3 minute limit per subject).
Carolyn Kennedy	360		SLOW SIGNS
Dorey Curren	711		