

**BOARD OF DIRECTORS MEETING
PINE RUN CONDOMINIUM ASSOCIATION, INC.
January 26, 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**
 - a) Chris Saffici**
- V. Approval of Minutes of December 22, 2016**
- VI. BOARD REPORTS**
- VII. OLD BUSINESS**
 - a) Unit 130**
 - b) Logo Contest**
- VIII. NEW BUSINESS**
 - a) Compliance with lease applications**
 - b) Unit 357**
 - c) Walk-through results**
 - d) Windsurfer, paddleboard storage**
 - e) Shed -Section 1**
 - f) Golf cart**
- IX. PUBLIC COMMENT**
- X. ADJOURNMENT**

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
PINE RUN ASSOCIATION, INC.
THURSDAY, JANUARY 26, 2017
8:30 A. M.**

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

The meeting was called to order by the President, Keenie Bugenhagen, at 8:33 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: MOTION was made by Owen Hodge and seconded by Kip Kellogg to accept, with regret, the resignation of Chris Saffici from the Board of Directors, effective immediately.

MOTION PASSED.

Reading/Approval of Minutes of the Board of Directors Meeting of December 22, 2016: MOTION was made by Owen Hodge and seconded by Kate Koski to approve the minutes of the Board of Directors meeting of December 22, 2016, as presented.

MOTION PASSED.

BOARD REPORTS

Secretary: Peter Campanelli reported that his formal report would be presented at the annual meeting but provided the following information about sales and rentals from 2010 – 2016: Average sales were 17 per year, average rentals were 31 per year and average annual rentals were 8 per year.

For safety and security, Owners were asked to report any known or suspected rentals.

Maintenance: Kip Kellogg 1). Read his report, which is attached and made a part of these original minutes. 2). Peter Campanelli praised the men working at the 700 Buildings, especially Building H, for being dedicated, polite and courteous.

AGMs: MOTION was made by Peter Campanelli and seconded by Kate Koski to approve the AGMs for Unit # 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.

Tom Foley: The AGM for Unit # 302 will not be acted upon until approvals have been received from neighboring units.

MOTION was made by Kate Koski and seconded by Kip Kellogg to approve the AGMs from Unit # 127: new toilet, Unit # 223: replace screen door, Unit # 352: replace toilet, Unit # 756: replace front door, Unit # 119: replace carpet with laminate flooring, as presented.

MOTION PASSED.

Kate Koski: 1). More space is needed on the notice boards so she will put up ½ sheets, if possible. 2). People are driving too fast through the neighborhood; the Board will investigate ways to get people to slow down. 3). The filing cabinet that was delivered was the wrong one, and was returned for store credit.

MOTION was made by Tom Foley and seconded by Peter Campanelli to increase the budget for the purchase of a new filing cabinet by up to \$100 for a maximum amount of \$366.

MOTION PASSED.

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

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.

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

Landscape AGMs: MOTION was made by Kate Koski and seconded by Tom Foley to approve the AGM requests from Unit # 360: renew mulch around established plants, Unit # 311: new Florida Friendly plants in front and back of Unit, as presented.

UNFINISHED BUSINESS

- a. Unit # 130: MOTION was made by Keenie Bugenhagen and seconded by Owen Hodge to modify the previously approved payment plan to having the owner's bank issue the check by the 15th of each month.

MOTION PASSED.

- b. Logo Contest: The selected logos have been posted on the website and will be displayed on the notice board at the recreation hall. Owners will be asked to select their favorite logo and what merchandise they would want it put on by voting on the selection sheet that will be available on the website and at the annual meeting. Money raised from merchandise sales will be used for the proposed lighting project.

NEW BUSINESS.

- a). Compliance with Lease Applications: There are continuing problems with owners not filling out the forms or not filling them out completely and/or properly. Further discussion is needed.
- b. Unit # 357: MOTION was made by Tom Foley and seconded by Kate Koski to instruct the Association's attorney to foreclose on the lien filed on Unit # 357, immediately.

MOTION PASSED.

- c. Walkthrough Results: MOTION was made by Kip Kellogg and seconded by Owen Hodge to send violation letters to all units identified on the walkthrough list, as presented.

MOTION PASSED.

The President will work with Management on the structure and content of the letter. Kip Kellogg reported that during the walkthrough, there were 18 items identified as Association responsibility that are already being addressed, with 9 already completed.

- d. Windsurfer/Paddleboard Storage: Storage issues were discussed. Current rules and regulations will be enforced.
- e. Shed Section 1: Covered.

- f. Golf Cart Replacement: MOTION was made by Kip Kellogg and seconded by Owen Hodge to authorize Kip Kellogg to spend up to \$4,000, to purchase a new golf cart for the maintenance personnel, with the expense charged to the Recreation Reserves.

MOTION PASSED.

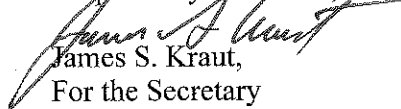
Public Comment: 1). The Suntrust Bank next to the Association will be closing. 2). Owners should join with other communities to complain about the condition of the South Bay Plaza. 3). The Board will look at purchasing additional bike racks. 4). Q: Can the Sheriff enforce speed limits on private roads? A: No.

MOTION was made by Tom Foley and seconded by Kip Kellogg that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 10:23 A. M. The next regularly scheduled Board of Directors meeting will be held on Thursday, February 22, 2017, at 8:30 A. M., at the clubhouse.

Respectfully submitted,



James S. Kraut,
For the Secretary

January 2017 Maintenance Report

We continue to steam ahead with building rehabilitation. We will be starting on building 3 very soon. As the Hagen crews finish the big work required of them on building G&H, we will retrace our steps to complete smaller work and anything we may have missed.

With the upcoming owners meeting, I want to appeal to the owners from section 1 to vote yes on our work shed addition to the clubhouse yard. I have spent a considerable amount of time, attempting to create more work space for our continuing projects. A prefab work shed, placed behind our work yard fence, will allow us a new space to use as a workshop, and then rebuild our current space for wood and golf cart storage. The space needs of the original association are so, so, outdated. How we managed on the space and equipment we have is unbelievable.

As usual, we continue to address our daily maintenance needs. We must have a work order to move forward on your request. When in doubt...fill it out!!!

The current Hagen Construction renovation contracts are financed by special assessments.

Question #1: Can Pine Run now fund building renovation from building restoration reserves?

	Section 1 (8 buildings)	Section 2 (5 Buildings)	Section 3 (4 Buildings)
2016			
Building Restoration			
Beginning Balance	\$38229	\$13384	\$16338
Annual Increase	\$8204	\$6391	\$7078
Hagen Building			
Restoration Contracts	\$87032	\$77760	\$46580
(For buildings G and H. Including \$11000 over estimate)		(Building 3)	(Building 7)

Answer: No way.

Question #2: Can Pine Run fund building renovation from roof reserves?

	Section 1 (8 buildings)	Section 2 (5 Buildings)	Section 3 (4 Buildings)
2016			
Roofs			
Beginning Balance	\$176126	\$96983	\$81860
Annual Increase	\$48573	\$36110	\$28361
Hagen Building			
Restoration Contracts	\$87032	\$77760	\$46580
(G and H. Includes \$11000 over estimate)		(Building 3)	(Building 7)

Answer: At the 2017 assessment rate roofing reserve funds might be able to finance the amount of work done this year for each of the next three.

The calculations above give a general idea of the level of available finances compared to the work we contracted for in 2016. It is important to recognize that the work done this year by Hagen Construction does not include any actual roof replacement. That will have to be factored in. Some work done by Hagen this year can be considered as roof related, but by no means can replacing stairs and railings qualify as roof related. To put together a multi-year replacement schedule we need to begin getting roof estimates.

The bill for Meter 629128 in section 3 decreased by \$280 this month. The situation for that meter now seems to be under control.

PRESIDENT'S REPORT JANUARY 2017

The Board received a position paper on December 30th from a group of owners in Building H regarding ongoing termite problems in the building. I met with Keith Hagen on January 2nd to determine whether our renovation on this building should move forward as planned. Keith offered ideas for resolving the termite problem. Since then, additional meetings have taken place involving at different times, Keith, Kip, Owen, Rick, representatives from Hoskins, and me. As part of the renovations, hardy board was removed from the rear of Unit 709. In addition, workers removed a small section of hardy board that was chipped from Unit 703 to examine underneath for termite evidence. No sign of termites was found in either of these locations. One owner opted to have cedar removed in their entry area, and replaced by hardy board, at their expense. Water damage was found, but no evidence of termite damage. Work has continued, with each board being sprayed for termites. I have asked Hoskins to submit a written report outlining recommendations for actions to be taken by both the Association and individual unit owners. We are expecting that removal of the roofing shingles will give us a better idea of the extent of the termite damage, and that additional steps will be taken then to address the problem. I have expressed to the unit owners the willingness of the Board to consider a written report submitted by any other pest control company they would like to contact.

I have spent a considerable amount of time supplying the documents needed to comply with the Plaintiff's Request for Productions in the federal lawsuit that has been filed against us. Keys-Caldwell has also been involved in providing the requested material. An additional appeal was filed this month by the same plaintiff in the FHA lawsuit against us.

Tom and I attended a workshop on January 11th entitled "Minimizing Fraud and Legally Protecting Your Association". A wealth of information was shared regarding fraud prevention, background checks vs. investigations, and subsequent compliance with the Fair Housing Act. In addition, we gained information to be considered when enacting, and enforcing rules, that will be shared and used as we move forward. I have also asked our insurance agent to give us an additional quote for increased umbrella insurance when we renew this year.

Molly Summers, who we voted last month to hire to keep the invasive plants out of our entry areas, will be starting this month. In preparation, Brinker & Wilson cut the asparagus fern back as much as possible. I found a great deal on one type of croton, so I purchased ten, which were planted by my resident gardener in this area.

For a small personal donation to the Arbor Day Foundation, I received five American Redbuds, 5 White Flowering Dogwoods, and 2 Crape Myrtle. My husband started a little plant nursery which presently looks like 12 sparklers stuck in the ground, but perhaps we will eventually get something that can be transplanted.

GardenMasters sprayed for weed control this month.

I have 2 landscaping A/G M forms, one for Unit 311, and one for Unit 360. The form for Unit 311 was written by a professor of landscape architecture at Templeton University, who has recommended planting young longleaf pines and native live oak species. She maintains that young trees do better than larger specimens – good for our budget.

PINE RUN ASSOCIATION, INC.

Sign In Sheet and Request to Speak on an Agenda Topic. Date: 1/26/17

Name	Address/Lot #	Requesting to Speak Y/N	Topic (3 minute limit per subject)
CORINNE # JIM ADAMS	302 PINE RUN DR	N	
Cathy Kruger	218 WOODLAND DR.	N	
Marge Adams	715 Pine Run Dr	N	
HARVEY BURK	100 Woodland PI	N	
Nancy Eagle	211 Pine Run DR	N	
PAUL SKAMMING	152	NO	
GAIL BROWN	708	NO	
Eloise Greene	352 Pine Run	NO	
PAT. HAMILTON	233	NO	
Belle Lane	109	No	
Barbara Smith	216	NO	
KT Kinnor	216	No	
Peri O'Connell	351 Pine Run	No	
Myra + Morris Dwyer	356 Pine Run	No	
Mike Wilder	208 Woodland DR	No	