

**BOARD OF DIRECTORS MEETING
PINE RUN CONDOMINIUM ASSOCIATION, INC.
February 22, 2018
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. Meeting Decorum**
- V. Resignations and Appointments**
- VI. Approval of Minutes of January 25, 2018**
- VII. BOARD REPORTS**

- VIII. OLD BUSINESS**
 - a) Letter to Unit 305
 - b) Electrical closets

- VIII. NEW BUSINESS**
 - a) Australian Pines on east border
 - b) Fence along Blackburn Point Road dumpster area
 - c) Removal of Brazilian pepper piles
 - d) Cameras
 - e) Unit 106
 - f) Kayak racks

- IX. PUBLIC COMMENT**

- X. ADJOURNMENT**

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
PINE RUN ASSOCIATION, INC.
THURSDAY, FEBRUARY 22, 2018
8:30 A. M.**

Present: Keenie Bugenhagen, President, Owen Hodge, Treasurer, Karen Stone, Secretary, Tom Foley, Kathleen Koski, and Mike Wilder, Directors, Jim Kraut for Management and owners in the audience. Absent: Damon White, Vice President.

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 and Agenda were 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.

Meeting Decorum: Owners were reminded to raise their hand to be recognized, address all comments to the Chair and to limit comments to 3 minutes on any agenda item.

Resignations and Appointments: None.

Reading/Approval of Minutes of Previous Meetings: MOTION was made by Owen Hodge and seconded by Tom Foley to approve the minutes of the Board of Directors meeting of January 25, 2018, as presented.

MOTION PASSED.

BOARD REPORTS

Secretary: Karen Stone: No report.

Directors.

Kate Koski: 1). The Board should consider having a "1 and done" special assessment of \$1,000, to address sidewalks, fencing, invasive plant removal and plantings. 2). The Directory is at the printers and when ready, will need to be distributed. 3). One proposal has been received for the lighting grant.

Treasurer: Owen Hodge stated that he gave his report at the annual meeting. He also stated that there has been a smooth transition to the new Secretary and he is very appreciative of that fact.

Mike Wilder: Mike Wilder read his report, which is attached and made a part of these original minutes.

Maintenance: Tom Foley read his report, which is attached and made a part of these original minutes. The AGM submitted by Unit # 106 was tabled.

MOTION was made by Tom Foley and seconded by Karen Stone to approve the building AGMs for Unit # 360, for the installation of a new front entry door, and Unit # 302, for the installation of sliding glass doors in two bedrooms, as presented.

MOTION PASSED.

MOTION was made by Tom Foley and seconded by Mike Wilder to approve up to \$1,000 for the purchase of fencing materials to be installed around the dumpster area on Blackburn Point Road.

MOTION PASSED.

1). A volunteer sign-up sheet will be sent to Tom Foley. 2). Bids will be submitted to fence in the dumpster area. 3). A work order was submitted for the installation of stair treads strips. Tom

Foley will send a letter to the owners denying the stair tread strips but offering to paint the stair treads with a non-slip additive.

President: 1). Keenie Bugenhagen read her report, which is attached and made a part of these original minutes. 2). There have been some concerns over Truscapes performance. 3). Truscapes will be asked to pick up piles of cuttings made by owners.

MOTION was made by Tom Foley and seconded by Kate Koski to accept a one-time proposal from Truscapes for \$480, to blow and remove oak leaves around the Community.

MOTION PASSED.

MOTION was made by Keenie Bugenhagen and seconded by Karen Stone to approve the AGM for Unit # 302 for new plantings behind the Unit, Unit # 127, plant Foxtail or Christmas Palms, Unit # 109 to plant Areca Palms behind the Unit, as long as they do not interfere with the Sea Grapes planted by the Association, and Unit # 759, to plant three Hibiscus plants behind the Unit and one or two in pots at the front door, as presented.

MOTION PASSED.

UNFINISHED BUSINESS

- a. Letter to Unit # 305: MOTION was made by Keenie Bugenhagen and seconded by Owen Hodge to withdraw the letter written to the owner of Unit # 305, but to continue to obtain information on the water leak between Units # 305 and # 307.

MOTION PASSED.

Work on the atrium will begin in March.

- b. Electrical Closets: MOTION was made by Tom Foley and seconded by Karen Stone to approve the request from Unit # 708 to install a closet wall in the electrical closet to create a small storage space, as presented.

MOTION PASSED.

NEW BUSINESS.

- a. Australian Pines on East Border: MOTION was made by Tom Foley and seconded by Mike Wilder to approve up to \$30,000, for the removal of Australian Pines along the East border fence with the strip mall.

MOTION PASSED.

The contract will be further defined and the work will be scheduled for May.

- b. Fence Along Blackburn Point Road Dumpster Area: Covered.
- c. Removal of Brazilian Pepper Tree Piles: MOTION was made by Mike Wilder and seconded by Kate Koski to approve the proposal from Jim Baer Tree Removal to remove one pile of Brazilian Peppers, at a cost of \$400.

MOTION PASSED.

There are two additional piles that need to be removed.

- d. Cameras: The Board will obtain pricing for the installation of security camera around the Recreation Building.
- e. Unit # 106: Covered.
- f. Kayak Racks: 1). More racks are needed. 2). An owner has volunteered to repair arms on existing racks that have been damaged.

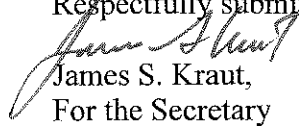
Public Comment: 1). The complaints about use of the tennis/pickleball courts before 8:00 A. M. appear to be unfounded. 2). The gutters on Building # 3 still need to be reinstalled.

MOTION was made by Tom Foley and seconded by Owen Hodge that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 10:08 A. M. The next regularly scheduled Board of Directors meeting will be held on Thursday, March 22, 2018, at 8:30 A. M., at the clubhouse.

Respectfully submitted,


James S. Kraut,
For the Secretary

Jim Kraut

From: Mike Wilder <mikepinerun@gmail.com>
Sent: Wednesday, February 21, 2018 5:14 PM
To: keenie bugenhagen; Damon White; Thomas Foley; Owen Hodge; Kate; karenpinerun@gmail.com; Jim Kraut
Subject: Board Report, Logo Items

In my last Board Report, our Logo item donations had totaled \$2,603 from March of 2017 through January 23, 2018. This left us with a Breakeven Point of \$67.66 to cover the cost of the Logo items that were purchased and printed.

I'm happy to report that since Jan. 24 through Feb. 21, we have had donations of \$282. We now have a positive position of \$214.34 over the cost of the merchandise. All additional donations will continue to create a positive cash flow toward our General Accounts to assist in the funding for the Lighting Project. This will continue for the balance of time until the logo items are gone; the goal of community involvement in this project was a major assistance in Pine Run being awarded the \$10,000 County Grant.

Our remaining Logo Items will continue to bring in positive cash flow with each donation, up to a maximum at their current values, of an additional \$2772. If that were to occur, the total donations for the project would have resulted in a total of \$5,656.

We currently only have a very small supply of blue and green Tee Shirts in Small, Medium, and Extra Large sizes, with only 3 extra large shirts available. These will be collector items, as I don't plan to re-order any additional items while we still have a large supply of gray tee shirts (in size Large). So don't wait: get yours as soon as possible. We still have a lot of coozies, license plates, ball caps, and coffee cups; they make great late Valentine gifts, Wedding gifts, Divorce Gifts, Birthday Gifts, Sympathy Gifts, I'm in Florida and you aren't gifts, gifts for little kids that will grow into them someday, and so many other creative uses. It's okay to drink wine or beer from a Pine Run coffee cup, while everyone thinks you are enjoying that morning java. Get the Pine Run spirit, literally.

Maintenance Report 2/21/18

✂ Peter and Walton cleaned up a backlog of work orders dating back to last year. About half again as many need to be dealt with, but most are dependent on outside contracting coming back to correct problems.

✂ We have had several waste line break downs.

✂ One atrium deck has sprung a leak that damaged the unit below. That will be repaired under warranty. As is precedence, we will rough in the wall board repair as soon as the leak is fixed. Those atriums are not one of the Sarasota School of Design's finest ideas.

✂ We are getting bids on a pad for our dumpsters. The ground under them presently is sinking every time we unload one of them. That cannot continue or we will soon be in a situation where they can't be lifted high enough to be emptied. It is also a hazard to our crew when filling them up.

✂ We have implemented a new protocol for tracking crew expenditures at places like Lowes or Ace Hardware that should make our accounting more accurate.

✂ We have a new powerful pressure washer. We also have a new water vacuum for cleaning up after pipe leaks.

✂ Our electrical room and crew office have been organized.

✂ We are soliciting bids for a routing out of our drainage system in anticipation of heavy rain this coming summer.

PRESIDENT'S REPORT FEBRUARY 2018

Members of the Board of Directors and interested residents met with Howard of Hoskins Pest Control on January 29th. It was a very informative meeting, with Howard outlining the measures that have taken place to both detect and treat dry wood termites. It seems that the steps we have taken are beginning to take effect. Residents were advised to make sure that windows and doors are properly sealed. The association was also advised to keep trees and plants trimmed back from buildings. Bamboo, Schefflera, and avocado trees were specifically named as problematic in attracting termites. There is a stand of dead bamboo at the end of the 700's that we need to look at removing. We will need to do this along with another tree removal project to save money. The February inspection of all the units in the 700's took place on the 14th. Some activity was found in five different units on the odd side, and three units on the even side. Residents are reminded that if they find evidence of termites, that they can call Hoskins directly.

A loss control survey was conducted with Matt Mooney of Bouchard Insurance. We have received the results back and are taking steps to address the noted "at risk" items. The report also includes several positive safety steps that have been taken.

We have had many plumbing problems in the last few weeks. Owners are reminded to make sure that water is turned off in their absence. The person checking the unit should turn on the water and run it in sinks, showers, and flush toilets while they are there, then turn the water back off. If no one is checking the unit, a mild inconvenience can easily become a major catastrophe.

I completed a draft of an employee manual this week. I sent it by email to each of the board members. I would appreciate any feedback so that the manual is ready for approval next month.

We continue to function without the services of Rick Jackson. While his experience is missed, Peter and Walton are doing their best to keep things operating in his absence.

From November to March, we receive landscaping services from TruScapes only every other week. Because of the number of leaves and pine cones dropping right now, I asked for a price for them to come in and blow the parking lots and tennis courts on the off week. I was given a price of \$480.00. This seems excessive. Our contract is up in December. We are going to have to monitor our service over the course of the year and reexamine our options for next year. GardenMasters fertilized plants this week.

I have A/GM's to present for Units 109, 127, 302 and 759.

PINE RUN ASSOCIATION, INC.

Sign In Sheet and Request to Speak on an Agenda Topic. Date: 2/22/18

Name	Address/Lot #	Requesting to Speak Y/N	Topic (3 minute limit per subject).
Paul Brown	708 Pine Run Dr.	Y	Fire Inspector
D. JORTON	304 PINE RUN DRIVE	N	fire quotes from
JIM ADAMS	302 PINE RUN DR.	N	
Darrin Bishop	225 Pine Run Woodland Dr	N	
Carol Bishop	225 Woodland	N	
Rm Skinning	752 Pine Run Dr	Y	
Pat Haulsen	233 Woodland	N	
Loise Green	352 PR Dr.	N	
Bro Prazzer	119 Woodland Dr	Y	
Woody Schaub	707-6 PRD	Y	
Marge Abdon	715 PRD	N	