BOARD OF DIRECTORS MEETING PINE RUN CONDOMINIUM ASSOCIATION, INC. February 28, 2019 Pine Run Club House

AGENDA

II.	Determination of Quorum
III.	Proof of Notice of Meeting
IV.	Meeting Decorum
v.	Resignations and Appointments
VI.	Approval of Minutes of January 24, 2019
VII.	BOARD REPORTS
VIII.	OLD BUSINESS
	a) Benches
	b) Extension of Annual Meeting Vote
	c) Pickleball Courts/Paddles

Call the Meeting to Order

I.

IX. NEW BUSINESS

a) Survey of Property Line

d) Rules and Regulations

- b) Kayak racks
- X. PUBLIC COMMENT
- XI. ADJOURNMENT

MINUTES OF THE MEETING BOARD OF DIRECTORS PINE RUN ASSOCIATION, INC. THURSDAY, FEBRUARY 28, 2019 8:30 A. M.

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

The meeting was called to order by the President, Keenie Bugenhagen, at 8:32 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 Damon White and seconded by Karen Stone, to approve the minutes of the Board of Directors meeting of January 24, 2019, as presented.

MOTION PASSED.

BOARD REPORTS

Kate Koski: No report.

Maintenance - Tom Foley: Weekly Maintenance reports are being produced.

AGMs:

Unit # 108: MOTION was made by Tom Foley and seconded by Karen Stone to approve the AGM from Unit # 108, for a new front entry door, as presented.

MOTION PASSED.

MOTION was made by Kate Koski and seconded by Owen Hodge to approve the reimbursement of \$5,000, to Unit # 255, for relining of cracked cast iron common pipe, as provided.

MOTION PASSED.

Secretary - Karen Stone: Read her report, which is attached and made a part of these original minutes.

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

Steve Ross: No report.

Vice President - Damon White: The electrical panel at the 200's, has been replaced by Bob's Electric.

President's Report – Keenie Bugenhagen: Read her report, which is attached and made a part of these original minutes.

AGMs:

Unit # 704: Exterior plant replacement.

Unit # 212: Planting of Hibiscus.

MOTION was made by Damon White and seconded by Karen Stone to approve the AGMs for Units # 704 and # 212, as presented.

MOTION PASSED.

UNFINISHED BUSINESS.

a. Benches: No report.

b. Extension of 2019 Annual Meeting: Management read the final tally for the limited proxy/ballot voting. Results were as follows:

Relining of One Tennis Court for Pickleball:

YES: 55

NO: 1

PASSED.

Install Security Cameras at corner of Pickle Ball/Tennis Courts:

YES: 49

NO: 7

PASSED.

Install 120' x 10' Acoustical Fence:

YES: 39

NO: 16

FAILED.

Install Grill, Picnic Table and Fire Pit:

YES: 50

NO: 5

PASSED.

Install Six, (6) Security Cameras:

YES: 50

NO: 6

PASSED.

MOTION was made by Owen Hodge and seconded by Karen Stone that the 2019 Annual Meeting be adjourned.

MOTION PASSED.

c. Pickle Ball Courts/Paddles: MOTION was made by Kate Koski and seconded by Tom Foley to include the list of the approved, quiet pickle ball paddles, as produced by an outside source, with the proposed rules and regulations, which will be mailed to all owners.

MOTION PASSED.

(For: Bugenhagen, Foley, Hodge, Koski, Stone, White. Against: Ross).

d. Rules and Regulations: MOTION was made by Tom Foley and seconded by Steve Ross to mail the proposed rules and regulations, with the inclusion of the prior rule on

display of owners property on common elements and the inclusion of motorcycles as allowed vehicles, as amended.

MOTION PASSED.

NEW BUSINESS.

a. Survey of Property: MOTION was made by Tom Foley and seconded by Owen Hodge to approve up to \$2,000 to survey and mark the Association Eastern property line to establish the exact border between the Community and the Bank and to establish the property line along the East side swale to determine where the new fence along the drainage swale can be installed.

MOTION PASSED.

Steve Ross has volunteered to work on this project.

b. Kayak Racks: 1). Arms on the kayak racks have to be replaced because some kayaks are filled with water and not maintained by owners. Repairs will be done as needed.
2). A reminder for owners to check on their kayaks on a regular basis will be included in the next letter.

Kate Koski was excused at 9:59 A. M.

<u>Public Comment</u>: 1). There have been rats in Unit # 129 since October. 2) There are salt bags stacked at the pool that need to be put away. 3). A work request to paint the small pool house was submitted but no action has been taken. 4). Sprinklers heads need to be adjusted. 5). Timers need to be adjusted so the irrigation system runs only at night. 6). Areas cleared behind the 200's needs to be replanted.

MOTION was made by Steve Ross and seconded by Damon White that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 10:16 A. M. The next regularly scheduled Board of Directors meeting will be held on Thursday, March 28, 2019, at 8:30 A. M., at the clubhouse.

Respectfully submitted,

For the Secretary

SECRETARY'S REPORT

FEBRUARY 28, 2019

BOARD OF DIRECTOR'S MEETING

Attached are copies of sales, leases and visitors for January and February of this year.

- 1. There were 4 sales. Note, the number of sales has been added to last years sales so we have a running total of all sales since we started keeping track.
- 2. There were 2 new leases for a total of 20 since the beginning of 2018, bringing the percentage of leased units to 16%. In season we would expect an increase, but note that 2 units were leased which were not leased last year.
- 3. There have been 5 new visitor applications. Everybody loves to visit Florida in the winter!

There is nothing new to report regarding keys and pest control waivers. I am sure the maintenance dept will check the keys when they have time. Pest control waiver forms are being revised, so nothing will happen until new forms are approved.

New orientors will be needed in the 300's and the 200's; our President cannot do everything. So if a Board member would like to take this on, please let Keenie know. There is a checklist available which should be signed and returned to the Secretary once the orientation is complete.

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C			71	Kentors	Name(s)	Karin & Bruce Bennett	Julia Gilbert: D.&. I Kersh	Scotty & Brittania James		Thomas & Susan Brinnshond		Robert Kellerhalla	Sanochan Chesa laniona	Amy Mitchell	Morey & Douglood	Ivially & Faul badeau	II WILL ROLIGIOSKY	Nevin Garrett & Cheryl McChesney		Christine Nicholson	Christopher Falzone & Kristin Gubocki	Willian and Jane Sneeringer	Patricia (Patsy) Lucas	Bruce & Claire Drury	lan & Caroline Starnes	Vision Daking 6 11 P	Viviali Nobilison & John Birch III	Diane & David Lawrence		George & Gall O'Connor	Gary & Sally Goodwin	Cindy Deveaux		M. Blumenstein & I. Wonfrobski
3	THE PROPERTY OF THE PROPERTY O		Change	1	Name(s)	Russ Cool& Barbara Wetherbee		Sarah & William Loftus				Betty Stevens-Marcum				T	1	7		1	1	Anthony Doll organia	Kowa Honor 9 Dark 1	Floodboth Ctornes	Jacqueline & Joe Geener	laurent Schurch	Donald & Michalla Cusanan	lay Rether & Claire Debend	lay Bortnor & Claire Dohem	linds Grager, 8 Disk Defect	Circle Oregoly & Nich refersor	Lind & Under Hodge	Kathy & Domard Condon	rang a belliald rowler
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	AND THE RESIDENCE OF THE PROPERTY OF THE PROPE							
Unit	Owners	Visitors	Application	Received	Approved	Occupancy	Occupancy	Occupancy Occupancy Board & Maintenance
	Name(s)	Name(s)	Date	Date	Date	Date from	Date to	Notified
122	Alexia & James Perez	Suzanne & Gary Andelora	02/09/18	02/14/18	02/28/18	02/19/18	02/25/18	Yes
209	Pamela Williams	Mary E. Green	02/26/18		02/28/18	02/22/18	04/15/18 Yes	Yes
360	Charles & Bria Freyer	Carolyn Keeney	02/12/18		02/28/18	02/12/18		Yes
101	Andrea Lowe	Antse Wodarzx & 4 others	08/07/18	08/20/18	08/23/18	09/01/18	09/13/18 Yes	Yes
110	Donald & Michelle Susanen	K. Wiernicki, Jen Kennedy & Dau	10/15/18	10/25/18	10/26/18	12/23/18	12/31/18 Yes	Yes
306	Mike & Patty Harshbarger	Кеапа Капе	12/07/18	12/11/18	12/13/18	12/11/18	12/15/18 Yes	Yes
306	Mike & Patty Harshbarger	Whitney Kolongowski & 3 kids	12/07/18	12/11/18	12/13/18	01/19/19	01/26/19 Yes	Yes
117	Naomi King (Tawny Owl)	Karena Murray	12/10/18	12/10/18	12/16/18	01/01/19	04/01/19 Yes	Yes
116	Ron & Ruth Schroeder	Phyllis & Ernest Irwin	01/02/19	02/14/19	02/17/19	01/11/19	02/16/19	Yes
116	Ron & Ruth Schroeder	Brian & Jenny Kiser, G Kizer& G Harp	01/21/19	02/14/19	02/17/19	02/01/19	03/16/19	Yes
717	Brian & Jenny Walker	Lauren and Dana Drake	01/21/19	02/14/19	02/17/19	02/02/19	02/14/19 Yes	Yes
306	Mike & Patty Harshbarger	Whitney Kolongowski & 3 kids	12/07/18	02/14/19	02/17/19	01/19/19	01/26/19 Yes	Yes
240	Mary & John Gregory	Ernest Barone	12/01/18	02/14/19	02/17/19	12/04/18	12/02/18 Yes	Yes

Pine Run Association Treasurer Report February 27, 2019 Owen Hodge

We have not yet received the Pine Run 2018 audit from Menschinger and Tyack. That is not unusual for February. I bring it up just to indicate that the baseline beginning 2018 balances for the various categories will not be official until we get the audit. The January report from Keys-Caldwell shows that expenses are in line with the budget. Continuing our multi-year roof and restoration plan we will do buildings A,D, and 6 this year. As a first step we need to have bids for roofs, building restoration, and paint as soon as possible.

That is the extent of the treasurer report this month. There was an extensive financial report presented at the annual meeting on February 4th and there have been no significant developments in the intervening 3 weeks.

Road Reserve Accounting Problems

Due to the NSF situation with the reserve funds account I have been analyzing the monthly incomes for the various reserve categories. The NSF is certainly the result of insufficient liquidity of reserve funds. We have the CD and we borrow against reserves to pay the insurance. Our multi-year roofing project puts a strain on the accessible reserve funds.

Just to be sure our future financial planning is based on reality, I checked to see if the actual reserve incomes for the various reserve categories corresponded with the 2018 and 2019 budgets. In general, the incomes matched the budget. Everything is in order except for Road reserves.

The 2018 budget for road reserves income looks like this:

	Section 1	Sectio 2	Section 3	Recreation	Total
Year	\$4093.33	1885.47	2038.20	513.63	8530.53
Month	341.11	157.12	169.85	42.79	710.87

The financial reports from January to May of 2018 show exactly these monthly incomes.

In June there is a sudden change in sections 2 and 3.

	Section 1	Sectio 2	Section 3	Recreation	Total
Month	341.11	143.25	137.09	42.79	664.24

The change is not just for the month of June, but shows retroactively these new amounts for January to May in sections 2 and 3. The November year end report shows these incomes for all 11 months. The year end December report shows these amounts in the expense column.

The January 2019 financial report seems correct for all reserve categories except the roads category which seem much too high.

Section 1	Sectio 2	Section 3	Recreation	Total
1717.40	1533.12	1548.19	1417.35	6216.06

Given the change in accountants and the relative difficulty of getting used to our Pine Run financial system it is not surprising that we get occasional glitches like this. I just want to be sure we can straighten things out so it all works smoothly in the long run.

PRESIDENT'S REPORT

We continue with a multitude of projects occurring around Pine Run. The sloped roofs are finished on Buildings B, 9 and 10. Flat roofs still need to be done. Flat roofs were not done on the previously roofed buildings. I will get a price from Tioli for doing these flat roofs so that we can go back and finish these buildings. The flat roofs that are not interior decks will be relatively inexpensive. Hagen Construction has been alerted that the roofing on Buildings B, 9 and 10 is completed to the point that they can go back and do finishing work on these buildings ahead of the painters arriving. We are also awaiting MainFrame completing the work on the pool rails.

Following approval at last month's meeting, the trees that were obstructing the drainage swale on the eastern border were removed. The swale was dug out and widened. The number of alcoholic beverage containers unearthed was revealing. The Brazilian peppers were apparently a haven for those seeking shelter. It was also identified as a wonderful breeding ground for rodents. Some of our recent rat activity may be a result of the displacement of those who were calling this area "home".

Planting along the eastern border was done. Sea grapes, wax myrtle and red cedar are now in place. They are being watered by our maintenance staff during the week, and by my husband and me when necessary, on weekends. Molly's Native Plantings has advised that we may want to plant some additional red cedar. I will consult with her regarding this, and we will need to weigh this against budgetary concerns. This project has gone well beyond what was anticipated and budgeted for.

We have received information from a resident regarding possible solar heating initiatives. I think this would be worth investigating for the clubhouse, where golf cart charging and pool pumps could possibly be included, in addition to the electric bills for the clubhouse and maintenance office.

We need to identify who will be doing orientation sessions for new owners/tenants for the next year. I am willing to continue to do those in the 100's. We have no one at present in the 200's. Tom has expressed a desire to retire from doing those in the 300's. I have been filling in until we get someone else to do the 200's, but don't have time to devote to 2 sections as we move forward. Those volunteering to do orientations must be well versed in the rules, regulations and documents. We have agreed that the sessions should be done in the unit bought or leased by the resident to make sure that they are aware of how to turn off water, etc. Once we have 4 volunteers identified, we will hold a meeting to make sure that there is consistency throughout the association, no matter who conducts the orientation.

We continue with mowing occurring every other week by Truscapes. Our plants were fertilized this month with organic, slow-release granular fertilizer by Garden Masters. This prevents it from being released into the waterways during rains and keeps it available in the soil for the plants.

For much of the last month, we have been one of the few areas in the country with good weather; enjoy!

Any owner who has not yet written their unit number on their storage unit is reminded to do so that the maintenance staff can label it.

I have 2 AGM's to present: Units 704 and 212.

ON, INC.	and Request to Speak on an Agenda Topic. Date: $2/28/18$	ting to Topic (3 minute limit per subject).	2. paint on pool house & sprinklers			The tree-cut 30w										f:\associations\PNR\signin2016-05
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PINE RUN ASSOCIATION, INC.	Sign In Sheet and Request to S	Address/Lot #	275-Wordand Dr	227 WOODUMS	355 Pine Run	Davidowk 235 Woodlayold	19 MOON 120 PL	1 3	10 % D	J. S. Woodley J.	208 11 "	205 " "	233 Was dland	CATIONEM TOO	713 PINE RUN	
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