

**BOARD OF DIRECTORS MEETING
PINE RUN CONDOMINIUM ASSOCIATION, INC.
June 27, 2019 9:00 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 May 23, 2019**
- VII. BOARD REPORTS**

- VIII. OLD BUSINESS**
 - a) Rule Revisions**
 - b) Flat Roof Bid 711/713**
 - c) Insurance**
 - d) Firepit/Grill Area**

- IX. NEW BUSINESS**
 - a) BPW Shared Use Agreement**
 - b) Building 2 and C Bids**
 - c) Pickleball Soundproofing**
 - d) Pool Checking**

- X. PUBLIC COMMENT**

- XI. ADJOURNMENT**

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
PINE RUN ASSOCIATION, INC.
THURSDAY, JUNE 27, 2019
9:00 A. M.**

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

The meeting was called to order by the President, Keenie Bugenhagen, at 9:00 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 Steve Ross and seconded by Karen Stone, to approve the minutes of the Board of Directors meeting of May 23, 2019, as presented.

MOTION PASSED.

BOARD REPORTS

Kate Koski: No report.

Secretary - Karen Stone: No report.

Tom Foley: Absent.

Maintenance – Steve Ross: MOTION was made by Kate Koski and seconded by Karen Stone to approve the AGM requests from:

Unit # 716: Replacement of the air conditioning system.

Unit # 705: Replacement of the air conditioning system.

Unit # 206: Replace the windows in the kitchen.

Unit # 212: Erect walls and turn the loft area into a bedroom.

MOTION PASSED.

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

Vice President - Damon White: Absent.

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

AGMs: MOTION was made by Steve Ross and seconded by Karen Stone to approve the following AGM requests:

Unit # 112: To remove the bushes along lanai and trim back undergrowth in the back yard.

Unit # 225: To approve the installation of seven of the eight requested plants, with the exception of the Golden Dew Drop, as presented.

MOTION PASSED.

UNFINISHED BUSINESS.

- a. Rule revisions: No action taken. Waiting on attorney response.
- b. Flat Roof Bid: Units 711/713: MOTION was made by Steve Ross and seconded by Karen Stone to approve the proposal from Tioli Roofing, at a cost of \$4,850, to replace the flat roofing on Units # 711/713, as presented.

MOTION PASSED.

- c. Insurance: Claims filed against the Association insurance policies has caused Westfield to decline renewal of coverage. Owners need to be aware what property they are responsible for. It was suggested that there be an orientation meeting of all new owners on a yearly basis. Insurance information will also be included in the newsletter.
- d. Fire Pit/Grill Area: Volunteers are still investigating the use of natural vs propane gas.

NEW BUSINESS.

- a. BPW Shared Use Agreement: The new agreement is being reviewed by the attorneys. The agreement will begin on January 1, 2020, and will begin with a BPW annual contribution of \$22,000, for 44 households to use the recreation area and include a 3% annual increase through 2023.
- b. Building 2 & C Bids: MOTION was made by Kate Koski and seconded by Karen Stone to approve the proposal from Main Frame Builders for the renovation of Building # 2, at a cost not to exceed \$44,250, as presented.

MOTION PASSED.

The Board will obtain a bid from Main Frame Builders to replace the fenced enclosures to compare the price with having the maintenance staff do the work.

MOTION was made by Kate Koski and seconded by Karen Stone to approve the painting proposal from Mike Glancy Painting for the buildings and carports of Building C, at a cost of \$12,250, as presented.

MOTION PASSED.

- c. Pickleball Sound Proofing: Waiting on results of the owners meeting vote.
- d. Pool Checking: MOTION was made by Steve Ross and seconded by Karen Stone to approve the proposal of \$160 per month from Keys-Caldwell, for pool water testing, on a month-to-month basis, as presented.

MOTION PASSED.

Public Comment: 1). There is a County Ordinance that says that perimeter fences, once installed, need to be maintained. 2). There is a section of the Eastside fence that is not on Association property. 3). There needs to be fence repair schedule for the maintenance men to follow if they are to get the project completed. 3). Lawn debris is not being picked up by the landscapers. 4). The dog station bags need to be checked and filled on a regular basis. 5). Trash cans need to be put out for pickup on a timely basis. 6). Section of the Building # 9 sidewalk are being lifted. 7). The curb along the path is broken in several areas and needs to be replaced with another material. 8). The ground decking in Building C is owner expense to repair/replace. 9). The Board should supply a suggested vendor list.

MOTION was made by Karen Stone and seconded by Kate Koski 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, September 5, 2019, at 8:30 A. M., at the clubhouse.

Respectfully submitted,



James S. Kraut,
For the Secretary

June, 2019 Pine Run Treasurer Report
Owen Hodge

Insurance

Insurance dominates the budget, comprising 38% of the annual Pine Run operating expenses. Our premiums run from July to the end of June. Our expiring premium through Bouchard Insurance is \$283,660. For the past few weeks the board has been in discussion with the three insurance agencies of Brown and Brown, Bouchard, and CBIZ. One very positive result of this effort has been that for the first time in several years we were able to attract more than one insurance company to offer coverage. We have accepted the proposal of Brown and Brown with the Centauri insurance company. The total cost will be \$266,000, which represents a decrease of 6% amounting to a 12 month savings of \$17,600. In addition we will be able to spread the payment in installments over seven months. This gives us a bit more financial flexibility. I am confident that we have done due diligence in accepting this proposal. We received some negative information from one of the competing agencies about the extent of financial surplus available to Centauri insurance. That information was definitely misleading and inaccurate. There was a negative online evaluation from a Centauri customer that after the first year the rates were increased substantially. That is definitely a possibility with any carrier. Centauri meets all the standards of the Florida Office of Insurance. Centauri has an A rating from the rating firm of Demotech. Looking forward towards the 2020 budget we should try to preserve most of the insurance funds surplus we will enjoy for the coming year because increases are certainly likely for any new insurance package.

May Financial Report

The operations expenses through May are reasonably in line with the budget. As reported last month, legal professional expenses will possibly be as much \$5000 over the \$8000 annual budget. This is not pleasant, but it is manageable. Next year we should revise the legal expenses budget substantially upward.

2018 Audit

We have still not received the completed 2018 audit from the firm of Menschinger and Tyack. There is a problem with establishing the year end balance for operations funds. I have confidence in this firm. We need an accurate audit whatever that takes.

Multi-year Roof Plan

Three years into our roofing project it is not surprising that some of the costs are now beginning to exceed our previous estimates. It is likely that at some point special assessments will be needed. It is also possible that we may want to spread the work out over another year or two. These are things we will be carefully investigating in the next few months. We are definitely committed to this essential project.

PRESIDENT'S REPORT JUNE 2019

Welcome to summer in Florida! Those of us who are in residence can attest to the incredible heat we are experiencing for June. Despite this, work is progressing here at Pine Run, and while social activities have slowed, enjoyment of life here has not. Gratitude for air conditioning is at an all-time high.

Work on Building B and Building 10 is complete. Building 9 has approximately another two weeks of painting. Our maintenance staff has completely rebuilt privacy fences and gates on these buildings ahead of the painters. Hagen Construction has been apprised of our timeline so that gutter installation can be scheduled. Trees have been trimmed around Building C, and MaineFrame Builders is busy replacing fascia. Roof vents have been replaced on all buildings by MaineFrame, and all roofs and gutters have been cleaned. The camera on the tennis/pickleball courts has been installed. The fence on the eastern border is being installed by our employees, and they are doing a great job. They are unable to work out there all day, with no shade, and the number of other things that need to be done. They will keep chipping away at it. The poison ivy was sprayed yesterday by Molly Summers. Cleaning of recyclable/garbage containers has begun with a lot of volunteer help by Kip Kellogg. Unfortunately, we continue to have residents who do not properly bag garbage, and who dispose of pet waste in garbage containers.

The large pool geothermal system has the capacity to cool the water, as well as heat it. Peter and I used the manual to figure out how to switch it to cooling, but we have not had the desired results. I spent quite some time with a service person on Monday, who assured me that it would no longer get to 94 degrees. As of yesterday afternoon, it was once again 94. Walton is contacting Symbiont again today.

While we are in the no-fertilization time period, both plants and turf have been inspected this month, and weed and insect control has been done where needed. We will switch to our new landscaper next week, during the first week of July. We will now have landscaping four days a week. Residents are reminded that our new landscaper is not a Pine Run employee and will only be taking direction from the maintenance staff and board representative.

We continue to wage war with the fauna who would like to make our buildings their home. Swarming termites are once again present in the 700's. Hoskins has been actively treating these areas. Residents in affected buildings are again asked to check the seals around their doors, windows and sliders. Those that are original are now 46 years old. If they have not been replaced, or at least resealed, it is likely that they are providing a point of entry. It has also been recommended that the Association look at the removal of the surrounding bamboo. This, and replacement plantings, may need to be our big landscaping project for 2020. We also once again have a rat problem in Building D that is being addressed. We also have bees building hives. We recently had a beekeeper spend two days removing a hive from Building 3.

The maintenance staff would like to high pressure clean and paint the stairs to the clubhouse. They have proposed closing the clubhouse on July 16th for two days, weather permitting, to complete this work.

The last several months the Board of Directors has received a number of complaints from owners. While board meetings are an avenue for owners to state their concerns, I also need to speak my view. I am assuming that every owner who bought here drove into Pine Run and felt at home. We were drawn to

the natural architecture and the natural landscape. We liked walking into units where we felt like we were part of the environment, instead of separated from it. Not one of us looked around and said "Wow, it looks really shabby, and I think I will buy a unit here". In the last several years the following upgrades have been made: mailboxes and message boards have been replaced; new lights have been installed; pools have been resurfaced; large pool deck has been replaced; exercise room and flooring have been upgraded; tennis courts have been resurfaced; pickleball courts have been installed; parking lots have been resealed; a chairlift has been installed at the clubhouse; the clubhouse floor was refinished; the clubhouse room has been upgraded with the help of the social club; pet stations have been installed; new drainage has been put in; large areas of invasive trees have been removed and replanted; an average of 3 buildings a year have been reroofed, upgraded, and painted; new washers and dryers have been put in laundry buildings; cameras have been installed, the maintenance area has been cleaned up; we have a maintenance schedule. There is not a single resident here who has a longer "to-do list" than I do. Just ask our maintenance staff! The reality is that we are living on an aging property that is always going to have many things that need to be done. A triage occurs here daily where that list is prioritized and reprioritized. While I understand that each owner sees Pine Run from their own individual point of view, board members and maintenance staff need to take a global view of what is best for Pine Run as a whole. Each of us has the power every day to either be grateful for the progress we are making or frustrated by what has not been done. I can tell you that I do both several times each day, but there is no doubt which feels better. If you really think that Pine Run has gone downhill, I suggest that you remind yourself of how far we have come.

PINE RUN ASSOCIATION, INC.

Sign In Sheet and Request to Speak on an Agenda Topic. Date: 6/27/19

Name	Address/Lot #	Requesting to Speak Y/N	Topic (3 minute limit per subject).
Charlie Kennedy	361 Pine Run	Y	Rotten Siding
Pat. Hamilton	233 Pine Run Woodland Dr	N	
Chris Vann	238 Woodland Dr	N	
JOSEF HOFFMANN	363 Pine Run	N	
Chris Connell	206 Woodland St	N	
Louise Theriault	367 Pine Run Drive	N	
Cornie Hamann	714 Pine Run Dr.	N	fence
Carol Ann Bishop	225 Woodland Dr	Y	
SUE GROVE	227 WOODLAND DR	N	
Alice McConnell	220 "	N	
Brian McConnell	"	N	
Tyrene Burk	100 Woodland Pl	Y	
Lore Hamann	387 P.R. Dr.	N	
Myra Dwyer	356 P R D	No	
Morris Dwyer	356 Pine Run Dr.	No	

