

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
PINE RUN ASSOCIATION, INC.
THURSDAY, OCTOBER 27, 2022
8:30 A. M.**

Present: Kip Kellogg, President, Damon White, Vice President, Owen Hodge, Treasurer, AJ McDowell, Secretary, Tom Foley, (Via telephone), Director, Jim Kraut for Management and owners in the audience. Absent: Amy Grandelli, and Steve Ross, Directors.

The meeting was called to order by the President, Kip Kellogg, at 8:30 A.M. in the clubhouse, a quorum being present. Proof of Notice and Agenda was posted at least 48 hours in advance. All motions passed at this meeting were unanimously approved 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 AJ McDowell to approve the minutes of the Board of Directors meeting of September 22, 2022, as presented.

MOTION PASSED.

BOARD REPORTS.

Treasurer – Owen Hodge: The Treasurer read his report, which is attached and made a part of these original minutes.

Vice President's Report – Damon White: No report.

Secretary – AJ McDowell: Read her report, which is attached and made a part of these original minutes.

Tom Foley was excused at 9:01 A.M.

Maintenance – Tom Foley and Steve Ross: No report.

President's Report – Kip Kellogg: 1). The President read his report, which is attached and made a part of these original minutes. 2). Held a discussion which included insurance, budgets, vegetative debris pickup and status of collections.

UNFINISHED BUSINESS.

- a. Dog Breed Exception Request: Deferred to a later meeting.
- b. Landscaping Contract: Keenie Bugenhagen read her report, which is attached and

made a part of these original minutes.

MOTION was made by AJ McDowell and seconded by Damon White to accept the proposed landscape contract from Duval Landscaping, as submitted.

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MOTION PASSED.

The color-coded maps dividing the Community into working areas need to be added to the website along with the new landscape contract.

NEW BUSINESS.

- a. Budget for 2023: The proposed budget has almost been completed and will be mailed to all owners on November 7, for the budget approval meeting on November 22, at 7:00 P.M.
- b. Storm Update/Tree Damage/Court Repairs/Special Assessment: MOTION was made by AJ McDowell and seconded by Damon White to include a special assessment notice on the agenda for the Board and budget meeting on November 22.

MOTION PASSED.

1). The Blackburn Point Woods Committee has not been formed yet. Members are waiting for more owners to return to join the Committee to discuss adjustments and possible increases to the existing contract. 2). The tennis/pickleball court sound barrier was shredded by the hurricane and needs to be replaced. The gates to the courts have been locked and will be closed until the new sound barrier has been ordered and installed.

- c. Community Pest Treatment: NaturZone will perform their twice annual indoor pest treatment starting on November 3 and will be here each Thursday to do additional buildings starting with the 100's and moving to the 200's then 300's then 700's and onward until all building have been inspected. Work should be completed by the middle of December.
- d. Adoption of New Rules and Regulations: AJ McDowell reported that the new rules and regulations were updated to meet the need for improved documentation. The language was already approved to establish application fees at \$100, and to \$150 if the application was not submitted in a timely manner and to change the Board turnaround time from 10 to 15 days.

MOTION was made by AJ McDowell and seconded by Damon White to adopt the updated Rules and Regulations and Forms, as produced.

MOTION PASSED.

The Secretary will send the forms to Management to be converted to interactive forms that can be filled out on the website.

- e. Insurance Walkthrough: Reports are attached and made a part of these original minutes. Two of the businesses on the other side of the fence, the new carwash and the True Leaf Dispensary, have agreed to participate in some capacity with the installation of the new fence.
- f. Action Item List: The Secretary reviewed the action item list, which is attached and made a part of these original minutes.

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- g. AGMs: MOTION was made by Damon White AJ McDowell and seconded by Owen Hodge to approve the following AGM, as presented:
 - 1. 239: Replace glass in the greenhouse box with hurricane glass.

MOTION PASSED.

The Board is waiting for a response to the inquiry about the washer/dryer install at Unit # 310.

Public Comment: 1). The leak in the air conditioner closet in Unit # 311 has created mold. Dennis from Main Frame has the authority to check the area, test and treat as needed. The work order will be reviewed at the work order meeting this Friday. 2). Q: Does the pest company automatically come in the unit and spray? A: Yes, unless you have submitted the opt-out form. 3). The amount of the 2023 maintenance fees will depend on whether we use the straight line or pooled method for reserve funding.

The meeting was adjourned by the President at 10:34 A. M. The next regularly scheduled Board of Directors meeting will be held on Tuesday, November 22, 2022, at 7:00 P.M. in the clubhouse.

Respectfully submitted,

James S. Kraut,
For the Secretary