BOARD OF DIRECTORS MEETING
SHADOW RUN HOMEOWNERS ASSOCIATION, INC.
MINUTES
NOVEMBER 17, 2014

I. *CALL TO ORDER*

Regular Board Meeting: Monday, November 17, 2014 called to order at 7:00 pm by Seymie Wilkerson, President, at the Riverview Civic Center, 11020 Park Drive, Riverview, Florida.

II. *ROLL CALL* - Quorum Present

Directors Present: Charles DelaRosa, Dave DeVelder, Rob Hagin, David Leneberg, Don McCann, ET Nortje, Jim Petosky, Helga Sanchez, and Seymie Wilkerson
Directors Not Present: None
Management: Ron Trowbridge, Manager

III. *APPROVAL OF MINUTES*

01. On **MOTION** by David Leneberg to waive reading of the first revised draft of minutes of the October 20, 2014, regular Board meeting and approve the first revised draft as presented, duly seconded, **failed to pass upon a vote of three (3) (DeVelder, Leneberg, Wilkerson) FOR and four (4) (DelaRosa, McCann, Petosky, Sanchez) AGAINST, with two (2) (Hagin, Nortje) ABSTENTIONS.**

02. On **MOTION** by James Petosky to waive reading of the original draft of minutes of the October 20, 2014, regular Board meeting and approve the original draft as presented, duly seconded, d**id not pass upon a vote of four (4) (DelaRosa, McCann, Petosky, Sanchez) FOR and four (4) (DeVelder, Leneberg, Wilkerson, and Nortje's abstention) AGAINST, with two (2) (Hagin, Nortje) ABSTENTIONS. Mr. Nortje's abstention was counted as a No or Against vote due to no apparent conflict of interest.**

IV. *FINANCIAL UPDATE*

01. Helga Sanchez, Treasurer, noted that the financial report had been previously provided the Board for review and asked if there were any questions. Mrs. Sanchez updated the Board on Association finances and provided a written report. At the end of October 2014, $ 65,768.70 in cash has been posted to the Operating and Money Market accounts and $ 36,418.20 to the Amenities MMK account. Also, there were $ 37.40 in pre-paid fees and $ 51,301.56 in owner receivables. Total assets were $ 171,495.89 with $ 36,455.10 in liabilities and $ 135,040.79 in Capital.

V. *MANAGEMENT REPORTS*

01. Collections: It was noted that the Board was previously provided a past due report and the Manager updated the Board on collection matters. The Manager recommended settlement offers be forwarded to two delinquent homeowners. On **MOTION** by Don McCann, duly seconded, to offer a homeowner a write off of legal collection charges should the homeowner remit past due annual assessments in full and agree in writing to remit future assessments as billed, **the Board, upon a vote of eight (8) FOR and one (1) (Leneberg) AGAINST, approved the offer of settlement to be forwarded by management.** On a two part **MOTION** by Helga Sanchez, duly seconded, to (1) accept the cash settlement offered by a homeowner, currently held in Trust, and write off legal collection charges through this date,

contingent on agreement in writing from the homeowner to remit future assessment as billed, and (2) advise the homeowner that the legal enforcement fees on the account will be removed at such time the homeowner brings the home into compliance, **the Board, on a vote of seven (7) FOR and two (2) (DeVelder, Leneberg) AGAINST, approved the offer of settlement to be forwarded by management.**

02. Open Deed Restriction Violations: It was noted that the Board was previously provided an updated violations list and the Manager updated the Board on enforcement actions. The Board confirmed that the YR 2006 enforcement policy remains in place and revisions, if any, would be determined by the Board at a future meeting. It was suggested the Manager ensure to the extent possible that an observed infraction was not just temporary in nature and therefore, perhaps not warranting a citation.

VI. ***UNFINISHED BUSINESS***

01. ET Nortje updated the Board regarding his search for professional meeting notice signage at community exits and presented the Board a proof for consideration. Based upon Board input, Mr. Nortje will present a final proof at the next meeting.

VII. ***NEW BUSINESS***

There was no new business.

VIII. ***ARCHITECTURAL APPLICATIONS AND GENERAL ARCHITECTURAL MATTERS***

01. On **MOTION to approve** by Don McCann, duly seconded, **the Board unanimously approved the installation of solar panels on the roof of 12920 Shadow Run.**

02. On **MOTION to approve** by Helga Sanchez, duly seconded, **the Board unanimously approved the installation of new board on board wood fencing at 12920 Shadow Run.**

03. On **MOTION to approve** by ET Nortje, duly seconded, **the Board on a vote of eight (8) FOR and one (1) (Leneberg) AGAINST, approved the construction of a new home at 11308 Tralee.**

04. On **MOTION to disapprove** by Helga Sanchez, duly seconded, **the Board unanimously disapproved the erection of a metal carport at 11511 Heron Hills as non-compliant with specific Deed restrictions. Mr. Nortje will meet with the homeowners to discuss options.**

05. On **MOTION to approve** by David DeVelder, duly seconded, **the Board unanimously approved the roof re-shingle at 12905 Shadow Run.**

06. On **MOTION to approve** by David DeVelder, duly seconded, **the Board on a vote of eight (8) FOR and one (1) (Leneberg) AGAINST, approved the replacement of garage doors at 12507 Shadow Run.**

07. On **MOTION to approve** by Robert Hagin, duly seconded, **the Board unanimously approved the repainting of the home at 12208 Timberlake.**

08. The Board was presented at the meeting with an emergency request from a new owner representative for replacement of a roof due to an active leak. On **MOTION to approve** by David DeVelder, **contingent on pending review and approval of the shingle color by Architectural Committee Chair ET Nortje**, duly seconded, **the Board unanimously approved the roof re-shingle at 11916 Shadow Run.**

09. On **MOTION** by ET Nortje, duly seconded, **the Board on a vote of seven (7) FOR and two (2) (McCann, Petosky) AGAINST, agreed to remove from the open items list the issue of concealment of the tree house at 11505 Heron Hills and consider the structure as substantially obscured in compliance with Deed restrictions.**

10. ET Nortje has been in contact with and will meet with the homeowners at 12701 Silver Pine to review the status of the utility yard approval application.

11. ET Nortje reported that the previously submitted and distributed architectural application for a garage outbuilding at 11904 Shadow Run has been withdrawn by the homeowners.

IX. *COMMITTEE REPORTS*

01. Common Areas: Jim Petosky updated the Board on common area matters. Mr. Petosky has met with the lawn service contractor regarding the mowing of the dam slopes to 6 inches per instructions by Tom Behrens, President of the Dam Committee. The cutting is included in the Shades of Green contract. It is required in order for the inspectors to determine if there is any soil erosion along the structure. Shades of Green has also been notified to trim off the dead fronds from palms. Mr. Petosky continues to look into the repairs to lighting at the east entrance. Helga Sanchez stressed the importance of restoring lighting at the east entrance. On **MOTION** by James Petosky to contact Brandon Electric to obtain quotes for repairs to the east entrance lighting, duly seconded, **the Board, on a vote of eight (8) FOR and one (1) (Leneberg) AGAINST, approved such contact with Brandon Electric by James Petosky to obtain a repair quote.** The west entrance irrigation is again operational following replacement of a burnt breaker for the well pump. Although everything appears to be operational at this time, there is concern that the burnt breaker may indicate a pending issue with the well pump motor. Additional graffiti appeared along the dam during the early hours of Sunday, November 9, 2014 and the Sheriff was notified on Monday to discuss actions to be taken. One option discussed was the loan of cameras to be mounted on TECO poles by the County to record activities at the dam in an attempt to identify the vandals. The previous graffiti was removed by Hillsborough County on a one-time only project. The new graffiti coverage is so extensive that Mr. Petosky suggests the HOA may need to renegotiate the agreement with the on-call pressure washer wherein clean-up is pre-priced at only $ 50 a visit. Additionally, Mr. Petosky has the pressure washer looking into the application of a chemical sealant or protective coat to approximately 1200 square feet of concrete in the dam area which will hinder the adhesion of paint. Mr. Petosky suggested the Board establish a committee of volunteers to decorate the entrances for the holidays. The Board discussed that the weekend of 11/29-11/30 would be ideal to complete the decorating and in the meantime, will continue to seek volunteers.

02. Newsletter, Grants & Events: Janet Magnusson provided a written report. Mrs. Magnusson informed the Board that she is resigning her position as newsletter editor which she has held as a volunteer for 6 ½ years. The Board thanked Janet for her years of work on the newsletter. Regarding the recent County grants application for the picnic table and two trash receptacles, the County has informed HOA's that an additional week is required to finalize grant selections.

03. Potential Attorney Replacement Committee: David Leneberg provided a written report updating the Board on recent committee activity. The Committee received nine (9) responses to the Committee's second email request. The Committee will be meeting later this week to evaluate the responses and to begin arranging interviews with selected law firms.

X. *HOMEOWNER COMMENTS*

There were no homeowner comments

XI. ADJOURNMENT

On **MOTION to adjourn** by David DeVelder, **the Board unanimously agreed to adjourn the meeting at 8:40 PM.**

Approved by the Board on December 15, 2014.