Shadow Run Homeowners' Association, Inc.
Board of Directors Organizational Meeting Minutes

The Venue
11268 Boyette Road
Riverview, FL 33569

OCTOBER 19, 2020

Transcriptionist Note: Please note that the minutes as transcribed contain only motions and items requiring action by the Board of Directors. They do not contain discussion unless specifically requested to be made a part of the record.

I. CALL TO ORDER

Lee Alexander called the Shadow Run Homeowners' Association, Inc. Organizational Board meeting to order at 7:52 PM on October 19, 2020.

ROLL CALL – NOTICE OF MEETING

Directors Present:	Directors Absent:	Staff Present:
Lee Alexander		Tanya Stewart
Etienne "ET" Nortje		Janet MacNealy
Seymie Wilkerson		
David DeVelder		
Ashley Falvey		
Lisa Tackus		
Michael McClary		
David Albaugh		
David Parker		

Quorum was present.

The notice of meeting was posted as required by the documents and Florida statutes.

II. READING AND DISPOSAL OF ANY UNAPPOVED MINUTES

A motion was made by Seymie Wilkerson to waive the reading and approve the September 21, 2020 Board meeting minutes as presented. The motion was seconded by E.T. Nortje. The motion passed unanimously.

III. ELECTION OF OFFICERS

Etienne "ET" Nortje motioned to appoint Lee Alexander as President, Seymie Wilkerson 2nd. Discussion followed and there were no other nominations for President. All in favor, motion passed.

Lee Alexander motioned to appoint Etienne "ET" Nortje as Vice President, Seymie Wilkerson 2nd. Discussion followed and there were no other nominations for Vice President. All in favor, motion passed.

Lisa Tackus motioned to appoint Ashley Falvey as Tresurer, 2nd by Seymie Wilkerson. Discussion followed and there were no other nominations for Treasurer. All in favor, motion passed.

David Albaugh motioned to appoint David DeVelder as Secretary, 2nd by Etienne "ET" Nortje. Discussion followed and there were no other nominations for Secretary. All in favor, motion passed.

I. BUSINESS

A. Designation of Signatories on Association Bank Accounts – Lee Alexander, Lisa Tackus, and Ashley Falvey will be the signatories on the Association Bank Accounts.
B. Designation of Liaison to Manager and Attorney – Lee Alexander was designated as the liaison with the Attorney. Lee Alexander and Michael McClary were designated as liaisons to the manager.
C. Procedures for Board Receipt of Board Meeting Information – Board meeting information will be emailed and extra agendas will be printed out and one (1) master copy of the Board packet brought to in-person meetings.
D. Limited Authorities Granted – A motion was made by E.T. Nortje, 2nd by Seymie Wilkerson to grant the authority to the President to spend up to $1,000 for emergency issues between meetings. All in favor, motion passed.
E. Meeting Minutes / Transcribed / Tapes Destroyed – GPI will transcribe the minutes per contracted agreement and forward to the Secretary and President within 72 hours after the monthly meeting.
F. Posting Notice of Meetings – David Parker will post meeting notices on the East side entrance sign and David Albaugh will post notices on the West side entrance sign at least 72 hours prior to any meeting.
G. Tanya Stewart will send post to the Shadow Run website webmaster at least 48 hours in advance of the meeting.
H. Next Meeting Date, Time, and Location – The next meeting will be November 18, 2020 at 7:00 p.m. via Zoom and every third Wednesday of the months following.
I. Board Certifications – The manager will notify Board members of upcoming Board Certification classes.

IV. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:25 p.m.

Respectfully submitted for the Secretary,
These minutes were approved on _____.

Signed _____Printed_____