



Shadow Run Homeowners’ Association, Inc.
Board of Directors Organizational Meeting Minutes
Riverview Public Library
9951 Balm Riverview Rd
Riverview, FL 33569
April 25, 2024

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 7:01 PM on April 25, 2024.

ROLL CALL – NOTICE OF MEETING

<u>Directors Present:</u>	<u>Directors Absent:</u>	<u>Staff Present:</u>
Lee Alexander	None	Dawn Archambault
Etienne “ET” Nortje		
David Tsang		
Ashley Falvey		
Lisa Tackus		
Michelle Pearson		
David Parker		
Jody Sanders		

Quorum was present.

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

II. READING AND DISPOSAL OF ANY UNAPPROVED MINUTES

There were no 2023 Annual Meeting Minutes to approve as there was not a quorum obtained on April 19, 2023.

III. ELECTION OF OFFICERS

Lee Alexander nominated Etienne Nortje for President. Etienne accepted the nomination.

Etienne Nortje nominated David Tsang for Vice President. David accepted the nomination.

Etienne Nortje nominated Ashley Falvey for Treasurer. Ashley accepted the nomination.

Lee Alexander nominated Jody Sanders for Secretary. Jody accepted the nomination.

The four remaining Directors for the Board include Lee Alexander, Lisa Tackus, Michelle Pearson, and David Parker. Because quorum was not attained at the Annual Members’ Meeting, directors were not elected by the Members. Instead, eight candidates who submitted Notice Of Intent forms by the March 25, 2024 deadline were automatically elected to fill the eight Director positions, per the Shadow Run Bylaws.



I. BUSINESS

- A. Designation of Signatories on Association Bank Accounts – Ashley Falvey, Lee Alexander, and Jody Sanders will be the signatories on the Association Bank Accounts.
- B. Designation of Liaison to Manager and Attorney – Lee Alexander was designated as the liaison to manager and Etienne Nortje was designated as the liaison to attorney.
- C. Procedures for Board Receipt of Board Meeting Information – Board meeting information will be emailed.
- D. Limited Authorities Granted – President has authority to spend up to \$1,500 for emergency issues between meetings.
- E. Meeting Minutes / Transcribed / Tapes Destroyed – GPI will transcribe the minutes per contracted agreement and forward to the President within 72 hours after the monthly meeting.
- F. Posting Notice of Meetings – Lee Alexander will post meeting notices on the East side entrance sign and Lee Alexander will post notices on the West side entrance sign at least 48 hours prior to any meeting.
- G. Next Meeting Date, Time, and Location – The next meeting will be May 15, 2024 at 7:00 p.m. at the Riverview Public Library and every third Wednesday of the month following. The Board will decide on a mixture of in-person and virtual Board meetings, at the May 15, 2024 monthly meeting.
- H. Board Certification – Lee Alexander advised the Board per Florida Statutes, any new Director(s) must complete a Board Certification class; OR review the Association documents and sign agreement to uphold them; within 90 days of being seated on the Board.

IV. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:52 p.m.

Respectfully submitted for the Secretary,

These minutes were approved on May 16, 2024.

Signed *Etienne Nortje*
Etienne Nortje (May 16, 2024 08:16 EDT)

Printed Etienne Nortje


3 DRAFT Organizational Meeting April 25, 2024

Final Audit Report

2024-05-16

Created:	2024-05-16
By:	Dawn Archambault (darchambault@greenacre.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAATZ-1O29NYNvCOyiyO059YQrBbRB7xQ


"3 DRAFT Organizational Meeting April 25, 2024" History

 Document created by Dawn Archambault (darchambault@greenacre.com)


2024-05-16 - 12:02:23 PM GMT

 Document emailed to moerse@gmail.com for signature

2024-05-16 - 12:02:50 PM GMT

 Email viewed by moerse@gmail.com

2024-05-16 - 12:15:58 PM GMT

 Signer moerse@gmail.com entered name at signing as Etienne Nortje

2024-05-16 - 12:16:13 PM GMT

 Document e-signed by Etienne Nortje (moerse@gmail.com)

Signature Date: 2024-05-16 - 12:16:15 PM GMT - Time Source: server

 Agreement completed.

2024-05-16 - 12:16:15 PM GMT