



Shadow Run Homeowners' Association, Inc.
Board of Directors Organizational Meeting Minutes
New Hope United Methodist Church
Fellowship Hall, Salon C, 213 Knights Ave, Brandon, FL, 33510
May 16, 2022

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 8:15 PM on May 16, 2022.

ROLL CALL – NOTICE OF MEETING

Directors Present:

Lee Alexander
Etienne “ET” Nortje
Seymie Wilkerson
David Parker
Ashley Falvey
Lisa Tackus
Michelle Pearson
David Tsang
Jeanne Antolchick

Directors Absent:

Staff Present:

Angela Parker, CAM

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

A motion was made by Lee Alexander to waive the reading and approve the April 20, 2022 Board meeting minutes as presented. The motion was seconded by David Parker. **The motion passed unanimously.**

III. ELECTION OF OFFICERS

Etienne “ET” Nortje motioned to appoint Lee Alexander as President, David Parker 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, Ashley Falvey 2nd.

Discussion followed and there were no other nominations for Vice President. **All in favor, motion passed.**



David Parker 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.**

Lee Alexander motioned to appoint Jeanne Antolchick as Secretary, 2nd by Ashley Falvey. Discussion followed and there were no other nominations for Secretary. **All in favor, motion passed.**

Michelle Pearson, David Parker, David Tsang, Seymie Wilkerson, and Lisa Tackus will all serve as Directors.

I. BUSINESS

- A. Designation of Signatories on Association Bank Accounts – Seymie Wilkerson motioned to appoint Lee Alexander, Ashley Falvey, and Jeanne Antolchick as the signatories on the Association Bank Accounts. Lisa Tackus 2nd. **All in favor, motion passed.**
- B. Designation of Liaison to Manager and Attorney – Ashley Falvey motioned to designate Etienne “ET” Nortje and Lisa Tackus as the liaisons with the Attorney. **All in favor, motion passed.** Ashley Falvey motioned to designate Lee Alexander and Jeanne Antolchick as the liaisons to the manager. Seymie Wilkerson 2nd. **All in favor, motion passed.**
- C. Procedures for Board Receipt of Board Meeting Information – Board meeting information will be emailed and extra agendas will be printed out and one or two(1-2) master copies of the Board packet will be brought to in-person meetings.
- D. Limited Authorities Granted – A motion was made by Seymie Wilkerson, 2nd by Jeanne Antolchick to grant the authority to the President to spend up to \$1,500 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 – The Meeting Notice will be posted on the East side entrance sign and on the West side entrance sign at least 72 hours prior to any meeting.
- G. Next Meeting Date – The next meeting will be June 15, 2022 and will remain every third Wednesday of the months following.
- H. 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 8:51 p.m.

Respectfully submitted for the Secretary,

Vanessa Clouse, Transcriptionist

These minutes were approved on _____.

Signed _____ Printed _____