



**Shadow Run Homeowners' Association, Inc.**  
**Board of Directors Organizational Meeting Minutes**  
**Riverview Public Library**  
**9951 Balm Riverview Rd**  
**Riverview, FL 33569**  
**April 19, 2023**

**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 8:10 PM on April 19, 2023.

**ROLL CALL – NOTICE OF MEETING**

**Directors Present:**

Lee Alexander  
Etienne "ET" Nortje  
David Tsang  
Jeanne Antolchick  
Ashley Falvey  
Lisa Tackus  
Michelle Pearson  
David Parker

**Directors Absent:**

Preston Davis

**Staff Present:**

Angela Parker

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 Lisa Tackus to approve the March 22, 2023 Board meeting minutes as presented. The motion was seconded by David Tsang. The motion passed unanimously.

**III. ELECTION OF OFFICERS**

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

Lee Alexander nominated David Tsang for Vice President. David accepted the nomination.

Lisa Tackus nominated Ashley Falvey for Treasurer. Ashley accepted the nomination.

Ashley Falvey nominated Jeanne Antolchick for Secretary. Jeanne accepted the nomination.

The five remaining Directors for the Board include Etienne Nortje, David Parker, Lisa Tackus, Michelle Pearson, and Preston Davis. Because quorum was not attained at the Annual Members' Meeting, directors were not elected by the Members. Instead, nine candidates who submitted Notice Of Intent forms by the March 17, 2023 deadline were automatically elected to fill the nine Director positions, per the Shadow Run Bylaws.



#### I. BUSINESS

- A. Designation of Signatories on Association Bank Accounts – Ashley Falvey, Lee Alexander, and Jeanne Antolchick 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 72 hours prior to any meeting.
- G. Next Meeting Date, Time, and Location – The next meeting will be May 17, 2023 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 17, 2023 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 8:28 p.m.

Respectfully submitted for the Secretary,

These minutes were approved on \_\_\_\_\_.

Signed \_\_\_\_\_ Printed \_\_\_\_\_