



**Shadow Run Homeowners' Association, Inc.**

**Board of Directors Meeting Minutes**

Via Zoom

**APPROVED**

**December 20, 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. Board meeting to order at 7:02 p.m. on December 20, 2023.

**ROLL CALL – NOTICE OF MEETING**

**Directors Present:**

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

**Directors Absent (Excused):**

None

**Staff Present:**

Dawn Archambault CAM  
John Ferren  
Karen Greaves  
Adam Montella  
Xavier Higgs  
Preston and Julie Davis  
Jody Sanders  
Emily Ellis  
Stan Klos  
Kathleen Benzel  
Bryan Freed

Quorum was present.

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

**II. APPROVAL OF MINUTES**

A motion was made by Lisa Tackus to approve the November 15, 2023 Board meeting minutes as presented. The motion was seconded by Etienne Nortje. Motion passed, unanimous in favor.

**III. ARC**

**REQUESTS**

1. 12514 Lake Hills Drive – Request for Variance – New Single Home Dwelling  
**Motion made** by Jeanne Antolchik to approve the application request for variance as presented. **Motion 2nd** by Etienne Nortje. **Motion Passed**, unanimous all in favor.
2. 11305 Hoot Owl - Paint  
**Motion made** by Etienne Nortje to approve the application for paint as presented. **Motion 2<sup>nd</sup>** by Lisa Tackus. **Motion Passed**, unanimous in favor.

**IV. COMMITTEE CHAIRPERSONS REPORTS**



- Finance/Treasurer – Ashley Falvey presented the treasurer’s report which included the November 30, 2023 Balance Sheet. Owners were reminded to submit any receipts for reimbursement for supplies purchased for the community events.
- Common Grounds – Lee Alexander presented the report in Deloy Wilkerson’s absence. Three lights were out on the west side which have been repaired. Turner’s Edge will have reduced services over the holidays which is the pattern annually.
- Security Camera Trustees Committee – Etienne Nortje presented the report. There was a Zoom Meeting held on November 27, 2023 with FLOCK. The contract for the cameras is up for renewal around July 2024. Etienne emphasized no decision has been made as of yet. The data, statistics, and exactly what information may be extracted is being reviewed carefully. An informed decision will be made, prior to finalizing the next budget, after reviewing the benefits versus the cost. It was mentioned to put FLOCK on notice in writing not to auto renew the two-year contract until a decision is reached. This was verbally discussed during the FLOCK Zoom meeting.

#### V. MANAGEMENT REPORT

Dawn Archambault briefed the Board on the Management Report.

- Violations Report: Violations Report provided in Board packet. **Motion made** by Etienne Nortje to approve escalating account 219404, repair or replace fence, to the attorney. **Motion 2<sup>nd</sup>** by David Tsang. **Motion Passed**, unanimous in favor.
- Legal Report: The December 14, 2023 attorney status report was included in the meeting packet.

#### VI. UNFINISHED BUSINESS

- TECO Contract Renewal – Deloy Wilkerson is waiting on the revised contract, which needs to match what was originally approved by the Board.
- Covenant Revisions – Etienne Nortje provided an update. Owners provided valuable feedback. The updates are being made. A revised updated copy will be posted to the website in early January. Feedback will continue to be solicited.
- Electronic Signs – David Tsang will reach out to his neighbor and pick up the second sign.

#### VII. NEW BUSINESS

- New Christmas Decorations for Both Entrances – Lee Alexander thanked Jeanne Antolchick and Brian Freed for installing the Christmas decorations at both entrances, noting the new wreaths look lovely.
- Annual Christmas Decorations Contest – Lee Alexander reported there are 7 families who have volunteered to judge the decorated homes, and 4 of those 7 are new judges/families this year. The contest dates have been extended due to storms over the weekend. The results will be announced soon.



- Appointment of New Board Member – Per Article 3, Section 3 of the Bylaws, a Board vacancy may be filled in between Annual Meetings. Jody Sanders was asked why she wanted to join the Board. Jody stated that she has resided at Shadow Run for three years and has been a Florida resident for twenty years. She works in Real Estate and is also an Insurance Agent. She loves where she lives and she is anticipating Shadow Run as her forever home. She stated she will continue to provide whatever is necessary to make good and valid decisions, as well as work on becoming more educated and informed about how the Board works. It was noted that there has been no other community interest and it has been mentioned in previous meetings. Board members were also contacted to ask if any other neighbors have expressed any interest in serving on the Board; and there have been no other volunteers. **Motion made** by David Parker to elect Jody Sanders to the Board. **Motion 2<sup>nd</sup>** by David Tsang. **Motion Passed**, unanimous in favor.
- Refrigerator Magnet – Etienne Nortje stated that many neighbors may not know how to contact the Board. Etienne suggested purchasing 500 refrigerator magnets from Vista Print for \$160 which could be mailed out to each owner, given to homeowners when presenting the covenant revisions drafts, or as new neighbors move in, as there will be extra. Lisa Tackus offered to be a business sponsor for this project.
- Boat Violation Discussion – A resident has received a violation notice of having a boat not fully contained within a utility yard and/or visible from street view. The neighbor installed an additional fence to cure the violation, but received a second violation notice. The Board discussed that many Board members have driven by the home and have not observed a boat, visible from the street. The Board agreed to dismiss the violations, as this process is how the Board treats violations when there are concerns regarding whether a violation is valid.

#### VIII. PROPERTY OWNERS – Agenda Items (3 minutes)

- Homeowners provided their input regarding the current security cameras and how they do add value, as a couple of thefts were captured recently, as a result of the camera data. Emily Ellis has an offer pending on a home on Donneymoor and had questions regarding potentially adding a mother-in-law suite. The current covenants state that the mother-in-law suite cannot be a separate building, and that no rentals are permitted.

#### IX. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:50 p.m. Lee Alexander wished everyone a Merry Christmas and Happy Holidays. She thanked the Board for their volunteer service and stated they are a great team.

Respectfully submitted for the Secretary,

These minutes were approved on Jan 19, 2024.

Signed Lee Alexander  
Lee Alexander (Jan 19, 2024 09:51 EST)

Printed Lee Alexander


# 12.20.23 Board Meeting Minutes APPROVED v2

Final Audit Report

2024-01-19

Created:	2024-01-18
By:	Dawn Archambault (darchambault@greenacre.com)
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## "12.20.23 Board Meeting Minutes APPROVED v2" History

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 Signer lee.alexander123@yahoo.com entered name at signing as Lee Alexander

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