



Shadow Run
at Canyon Lakes HOA
Board of Director's Meeting Minutes
January 9, 2017

Call to order: The meeting was called to order by President Mark McKechnie at 6:15p.m. We met at Brenda Schuhmacher's house due to weather and the library being closed. Those present were Mark, Marie, Crystalin, Tami, Ben and Brenda. There were no guests.

Secretary's report:

- Brenda distributed the November minutes (no December meeting) for members to read. Mark made the motion to accept the minutes and Tami seconded, the motion passed unanimously.
- Brenda handed out an agenda for the upcoming Annual Meeting and asked for input. Ben made the motion to approve all paperwork to be mailed to homeowners regarding the Annual Homeowners meeting. Mark seconded and it was approved. Printing will be done at either Office Depot or Kinkos.

Treasurer's Report:

- The financial reports were reviewed. Marie distributed the year-end *Balance Sheet, Profit and Loss Budget vs. Actual Statements, Customer Balance Summary and Check Detail*.
- On December 3rd, 2016 Mark, Crystalin, Brenda and Marie worked on the 2017 budget to present to and be ratified by the board at January meeting. Marie handed out the budget to all board members and discussed why it showed it was in the red. After discussion, Mark made a motion to approve the 2017 budget, Ben seconded and the motion passed unanimously.
- Marie discussed the outstanding liens and larger amounts due from homeowners on the *Customer Balance Summary* sheet. She will be sending out lien letters to home owners who have outstanding balances past \$300.00
- We are due for a Reserve Study on site evaluation. Marie will call the original group and have them come back as the cost will be reduced.

Welcoming Committee:

- Tami will get new homeowner packets to Marie and she will start mailing them after she gets Escrow paperwork.

Activities Committee:

- Board talked about refreshments for the Annual Meeting.
- The Easter egg hunt is usually held the Saturday before Easter. Crystalin will advertise this function on Facebook to see if anyone would be interested in heading it up for residents. That Saturday will be April 15th.

Landscaping and Community Enhancement Committee:

- Mark presented two options from Jesse's for planting the South entrance area. Board members decided to wait for the Annual Meeting and see if there would be any attendance and get some feedback then.
- Two Picnic tables will be ordered when the cement can be poured for the Main Park.

Old Business:

- Our original date of February 7th for the Annual Meeting will need to be changed due to conflicting schedules. Mark will stop by the Library when it opens again to see if he can't get it for the 16th.

New Business:

- Pea gravel needs to be added to the play area. Crystalin made a motion to have that done next spring, Mark seconded and it was approved unanimously.

Adjourn: The meeting adjourned at 7:20 pm.

Next meeting: Next meeting will be the Annual Homeowners meeting TBD at the **Kennewick city library at 6:30 pm.**

Respectfully submitted:
Brenda Schuhmacher, Secretary.