



**Shadow Run**  
at Canyon Lakes HOA  
**Board of Directors Meeting Minutes**  
April 11, 2016 – Kennewick Library Union St.

**Board Members present:** Mark McKechnie, Ben Swita, Tami Ottley, Brenda Schuhmacher,

**Call to order:** The meeting was called to order by President Mark McKechnie at 5:57pm

Guests: Kristina Schrader, the SR account manager from Conover Insurance presented each board member a copy of the Shadow Run's current policies. Each reviewed policies set up for Directors and Officer liability, Commercial ie., Monument signs at both entrances, and commercial liability coverage such as fire damage, medical expenses etc. After review it was decided that a Treasurer's liability policy should be included and also make the fence and playground equipment as part of our structure pieces. Marie Swita, the Board Treasurer will follow up with Kristina about those changes.

**Treasurer's /Financial Reports:**

- Marie handed out a *Profit and Loss Budget vs Actual* statement, *Balance Sheet* , and *Customer Balance Summary* as of April 11, 2016
- Marie update the board on Liens, payments by residents etc.
- The Reserve Study needs to be done Spring of 2017 and there is money budgeted for that expense next year.

**Election of Board Members:**

- Tami made the motion for Crystalin Cutler be appointed to the 3 year vacant board position. Mark seconded and the motion carried. Welcome and thank you Crystalin.
- Elected officers for 2016 are as follows:
  - President - Mark McKechnie
  - Vice President – Ben Swita
  - Secretary – Brenda Schuhmacher
  - Treasurer – Marie Swita

**Welcoming Committee:**

- Tami will be contacting three new owners in the subdivision.

**Landscaping and Community Enhancement Committee:**

- Only two bids were returned for the Association landscaping in 2016. Ben made the motion to accept the Jesse's landscaping bid if the questions asked are answered for Mark when he calls on Tuesday are acceptable. If the answers are not satisfactory, then the HOA will continue with Heritage.

**Old Business:**

- Karin Hogg will do the advertising for the yard sale to be held on May 14<sup>th</sup>.
- The date is set for the *Kick Off to Summer* picnic in the park. Saturday, June 11, 11:30-1pm.
- Tami spoke with Between the Buns and they will be catering. She will be checking on condiments and whatever else might be included for the charge. Games, seating arrangements and head count were discussed. Brenda volunteered to have a 5x8 card (Save the Date) made up to publicize the event so every homeowner will be notified. Other food and final plans will be made at the next meeting.

**Adjourn:** The meeting adjourned at 7:40 pm.

**Next meeting:** Monday, June 6, 2016 at Brenda Schuhmacher's home at 6:00p.m.

Respectfully submitted:  
Brenda Schuhmacher, Secretary.