



**Shadow Run**  
at Canyon Lakes HOA  
**Board of Directors Meeting Minutes**  
October 3, 2016 – Kennewick Library - Union St.

**Board Members present:** Mark McKechnie, Marie Swita, Tami Ottley, Crystalin Cutler, and Brenda Schuhmacher

**Absent:** Ben Swita,

**Call to order:** The meeting was called to order by President Mark McKechnie at 6:10pm

**Secretary's Report:** Brenda handed out the September minutes. Mark made a motion to accept the minutes and Crystalin seconded.

**Treasurers /Financial Reports:**

- Marie explained financials. Reports discussed included the monthly *Profit & Loss Budget vs. Actual, Balance Sheet, Check Detail* and *Customer Balance Summary*.
- There are currently 33 people who owe money to the HOA. Liens were also reviewed.
- Marie discussed checking other insurance vendors and get quotes to see if we can save any money on this cost.
- Tri-City Accounting was chosen to perform the Association audit. Tami made the motion to okay the audit and costs, Mark seconded. The motion carried.

**Welcoming Committee:**

- Brenda handed out the latest SOLD by Realtors homes in our subdivision list to Tami. Tami will be working on the list.

**Landscaping and Community Enhancement Committee:**

- Picnic table update: After discussion, Brenda made the motion for the replacement of two picnic tables at this time plus a concrete pad for each. Crystalin seconded. The motion passed with one dissension.
- Crystalin will post a message on Facebook asking residents to suggest landscaping ideas for the South entrance. There will be NO trees planted.
- Fence and general upkeep of the subdivision was discussed. The fence will probably be due for repainting in the spring. Start getting bids in February?

**Old Business:**

Marie contacted our HOA attorney regarding a homeowner's letter and at this time no response will be necessary as we feel we have done our due diligence.

**New Business:**

- Marie attended the CAI Seminar in Bellevue on September 24<sup>th</sup>. She met the HOA attorney and got positive feedback regarding our board. One area she felt we needed to explore was to get more than one quote on our HOA insurance.

**Adjourn:** The meeting adjourned at 7:25 pm.

**Next meeting:** Monday, November 14, 2016 at Brenda Schuhmacher's home since the library is unavailable.

Respectfully submitted:  
Brenda Schuhmacher, Secretary.