



Shadow Run
at Canyon Lakes HOA
Board of Directors Meeting Minutes
December 2, 2015 – Kennewick library

Board members present: Mark McKechnie, Anita Overton, Marie Swita, Ben Swita and Brenda Schuhmacher

Guests: No guests

Call to order: The meeting was called to order by President Mark McKechnie at 6:25p.m.

Secretary's Report:

- November minutes were distributed to members. Ben made the motion to accept the minutes and Mark seconded. The motion carried.

Treasurers /Financial Reports:

- Financial reports handed out: *Profit and Loss Budget vs. Actual, Balance Sheet, Check Detail and Customer Summary.*
- Liens were filed last month and one resident so far has sent in payment. Referring to the *Customer Balance* sheet Marie went over those residents with liens and fines.
- The foreclosure notification has been mailed out to the homeowner and Marie will touch base with the attorney regarding the status of that notification. There has been no response since the last letter 30 days ago.
- Anita reminded Marie that she will need to send a 1099 to the Butterworth office for legal fees paid in 2016.

Welcoming Committee:

- No report. 3455 S. Dennis is the latest home to close in the subdivision so far this year.

Landscaping and Community Enhancement Committee:

- Board members who are able, will meet Saturday at 9 am to decorate the monument.

ACC/Rules and Regs Committee:

- No new business.

Old Business:

- Marie would like the board to vote to keep the phone service available as Escrow companies and vendors call for clarification on billing or Title Co. for house purchase closings. She wants to make certain residents questions do get answered and feels the phone service makes for a viable option for business of the subdivision. Abusive calls will not be tolerated and after a warning, people will be hung up on. Mark made a motion to continue the phone service, Anita seconded and the motion passed.
- The **Annual Meeting was confirmed for Monday night, February 8 at the Kennewick Public Library on Union.** Marie will advertise that date on the web page.

New Business:

- A Resolution regarding a Collection Policy for delinquent assessments was drawn up by the HA attorney and the board reviewed it to make sure all CC&R's were correctly interpreted. Anita made the motion to adopt the Resolution of the Board of Directors regarding a collection policy for delinquent assessments with two corrections. Mark seconded and the motion passed unanimously. This will be sent to all homeowners when the January billing comes out.
- Anita reminded the board that an audit is in order for 2016.

Adjourn: The meeting adjourned at 7:20 pm.

Next meeting: Wednesday, January 6th, 2015 at 6:00pm at the Kennewick Public Library on Union.

Respectfully submitted:
Brenda Schuhmacher, Secretary