



**Shadow Run**  
at Canyon Lakes HOA  
Board of Directors Meeting Minutes  
March 4, 2019 – Library – Union St- Kennewick

**Board members present:** Ben Swita, Jim Young, Howard Chung, Marie Swita, Mark Pianowski, Carmen Pianowski and Brenda Schuhmacher

**Absent:** Anita Chung

**Call to order:** The meeting was called to order by President Jim Young at 6:07 p.m.

**Secretary's Report:**

- February meeting minutes were distributed to members. After two corrections, Carmen made the motion to accept the February minutes, Mark seconded, the motion carried.
- At this time there is no set policy for sending out correspondence to homeowners. After discussion it was decided that Marie continues to do Treasurer related letters to homeowners and vendors when needed, i.e., Annual meeting, questions related to billings etc. Brenda sends out letters such as perimeter fence reminders and her regular Agenda and Minutes for meetings that can be seen on the website.
- CAI will be having an Educational conference here in Pasco on May 11<sup>th</sup> from 8-1pm. Brenda encouraged all board members to attend that conference. It will be held at the Pasco Holiday Inn by Trac. CAI does not have any registration materials out as of this meeting time.

**Treasurers /Financial Reports:**

- Financials – Marie distributed the following reports and they were reviewed. *Profit and Loss Budget versus Actual, Balance Sheet, Check Detail and Homeowners Delinquency Summary*. As of this date we have \$10,996.96 in unpaid assessments, fines etc.
- Taxes are done and SRHOA owes the IRS \$19.00. \$93.55 was paid for property taxes and \$3,607.43 for KID.
- Marie reported according to Article 14 all members of the BOD are bonded through insurance program.
- The late fee was once again revisited and Carmen made the motion to make no exceptions to late fees. Howard seconded and the motion passed unanimously. This will be revisited each year with a new board.

**Landscaping:**

- Ben included a copy of our current contract and timeline with Jesse's landscaping to new board members.
- Jim and Ben will get together and mark boards that will need to be replaced before painting and Jesse's will do trimming of grasses and shrubs near the exterior of the fence.
- Ben met with Jesses regarding the tree replacement. It was decided to replace all trees on Ely and 36<sup>th</sup>. 46 trees will be planted approx. 60 feet apart. Jesse's will dig holes, plant, feed and stake the trees this spring. Ben will talk with them about water requirements.

**Old Business:**

- Name change for State 501c-3 status. After discussion Carmen made a motion to continue with "Shadow Run" name on the currently on the State rolls not "Shadow Run at Canyon Lakes" and not apply for a name change. Howard seconded. Jim dissented. The motion passed with a majority of yeas.

- The number of voting members on the board are currently 6. Marie, Treasurer and Brenda Secretary do not vote.

**New Business:**

- The Easter egg hunt will be led by Marie Swita this year as Mandy Bateman is unavailable. We are looking for a Bunny costume volunteer. Brenda has volunteered to go to Let's Party and put down the deposit to rent the costume.
- The neighborhood garage sale will be Saturday May 18<sup>th</sup>. Brenda will contact Karin Hogg to see if she will do the advertising for that activity.

**Adjourn:** The meeting adjourned at 7:05 p.m.

**Next meeting:** Monday night April 1, 2019. 6:00pm. at the library.

Respectfully submitted:  
Brenda Schuhmacher