



# Shadow Run at Canyon Lakes HOA

**Board Meeting, 3425 S Buntin St  
February 23rd, 2023**

President Einar Offerdahl called the meeting to order at 6:34pm.

There were 5 residents in attendance. Donya Ralph, Jason Alexander, Morgan Grossman, Marie Swita, Heather Jennings

Board members present were: Einar Offerdahl, Dirk Weiler, Stephanie Dunn, Richard Cox. Absent: Spencer Ward.

Ad-hoc Agenda: Donya - property damage issues with neighbors. Jason - mailbox lighting at front entrance.

### **2023 Shadow Run Board of Directors:**

- President: Einar Offerdahl.
- Vice President: Dirk Weiler
- Stephanie Dunn
- Richard Cox
- Spencer Ward
- \*Bill Engel – Treasurer
- \*Vacant – Secretary

\* Denotes a non-voting position.

### **Board Actions:**

- Board approved all minutes: 1/31/2023 regular meeting, 2/15/2023 ACC, and 2/17/2023 Communications Committee.

**Secretary report:** All minutes were approved. Board agreed to post committee minutes to the website as well as board regular meeting minutes. Einar will forward minutes to communication committee to post to the website.

### **Treasurers Report:**

- Bill provided checking/savings, delinquency summary, PL for January 2023, vendor's summary, and check detail. Assessments for first half of 2023 are short about \$7,000. Attorneys handle any communication with lot owners who are already in delinquency. Bill has started working on second notices with late fees. The old 2022 budget continues as-is for 2023 until a new budget is passed. Bill will double check to make sure 1099's were issued for 2022. Taxes and reserve study still need to be arranged. Bill mentioned PUD and Cricket bills will need to have the new debit card number entered for auto-pay. Discussion on getting taxes done by an outside accounting firm, as Marie was previously handling taxes. Smith and Lychman, Christensen and King, Epic Trust. Richard tasked with RFQ's.

### **Old Business:**

- Stephanie - research is on-going regarding on-line payments.
- Web migration - Einar gave update on researching putting files securely to the web.
- Zoom - research is on-going teleconferencing, we will meet at library in the short-term (they have a smaller conference room available).

### **New Business:**

- Secretary - Brenda had stepped back from HOA role, Einar will ask for formal resignation from Brenda. Next budget ratification mailer and website and facebook should include recruitment messages.

- Dirk will book room for March 30th for budget ratification meeting. We will target March 2nd to have the packet ready, stuffed, and mailed.
- Committees. ACC met, communications met. Discussion on Mr Ward's house. Einar will find the form/template letter for house color violation and get it sent out pursuant to current policy.
- Discussion on communications committee and Facebook relationship to the HOA. Stephanie will communicate to the communications group - must remove the "official" designation from the Facebook group. Einar will make a post per Bill's suggestion on suggesting an ethics code for the unofficial Facebook group.
- General discussion on committees, division of responsibilities, etc.
- Establish a new committee to funnel information on violations to the board. Community Improvement Committee. Heather has volunteered for this committee.
- Donya Ralph brought forth an issue for discussion and comment by the board.
- Jason asked about improved lighting at the mailboxes at the front entrance.

The meeting adjourned at 8:39 p.m.

Next meeting will be held **March 30th at 6:30p.m.** Location TBD, likely at the Library.

Submitted by Einar Offerdahl acting as secretary in the absence thereof.