

Board of Director's Regular Meeting Minutes 6:30 PM on October 26th, 2023 – WebEx

Join from the meeting link

https://shadowrunatcanyonlakeshoa-850.my.webex.com/shadowrunatcanyonlakeshoa-850.my/j.php?MTID=m7e2f43abc9cdd4b05dc0d430371b4b75

Join by meeting number

Meeting number (access code): 2631 500 2177

Meeting password: B27eHHDP3Rw (22734437 from phones and video systems)

Tap to join from a mobile device (attendees only) +1-650-479-3208,,26315002177#22734437# United States Toll Some mobile devices may ask attendees to enter a numeric password.

> Join by phone +1-650-479-3208

Call to order: 6:36PM Guest(s): Marie S Absent: Dirk W

<u>Call for Ad-Hoc Agenda Items</u> (Will be added to the end of the planned Agenda)

Secretary's report:

• Approval of regular minutes on these dates: 9/28/2023 Regular Meeting. 4 AYE

Treasurer's report:

- Financial reports
- Liens/delinquencies
- Update on demand letters/Oct statements- 9 went out
- Annual Audit- in progress. Should be done next week.
- Need to make QB online a budget line item for 2024.

Old Business:

- On-line payments still interest- Wix and quickbooks have the option. Shannon suggested QB would be best to integrate with email and charges them the fee right there.
- Request for more lighting at mailboxes- Einar getting quotes for labor. Shannon going to reach out Breshears.
- Dead trees replanting status- Dirk collecting information.
- Set Board Member Term Rotation- Need to advertise 2 positions. Post on the website and out with the annual meeting mailer. Need to start gathering annual meeting info before next meeting so we are ready. Einar volunteered to be out January 2025.
- Board budget workshop meeting sometime in the next month.

New Business:

- Missing Fence Violation. Board decided to send a letter.
- ACC Pre-Approved Paint Colors- Take a vote. Motioned, seconded and approved 4 AYE 1 ABSENT.
- Reinstate Late Fees in January- Discuss and Vote. More and more not paying. Originally removed because makes a lot more go to the lawyer because after 2 assessments paid it is up to the amount that goes to lawyer. Statements go out every month. Those in lien should be handled specifically as lawyer has suggested. Check with Pody what we can include on statement when in lien. Richard motioned. 4 AYE and 1 ABSENT. January late fees will go back to 25%.
- Annual non-profit report was filed with WA State
- Discuss end of year/new year needs (2024 budget ratification prep, 2024 annual meeting, annual landscaping bid, etc.). Set a meeting via email to hash out.

Close Session if needed

Motion for Executive Session, Pursuant to RCW 64.38.035. "I move that the Board enters a closed session to discuss the following item or items...":

• Liens and Delinquencies and Legal Correspondence if needed

Re-Open Session

Board Actions:

•

Ad-Hoc Agenda Items:

Adjourn Meeting

Next Regular Meeting: Will be held Nov 30 , 2023 at 6:30PM on WebEx

Minutes by Morgan Grossman

Shadow Run Homeowners Assn.

Checking/Savings

As of September 30, 2023

ASSETS

Current Assets

Checking Account #85 \$45,255.82

Money Market Reserve #84 \$79,800.45

Savings Account #80 \$8,910.38

Deposited \$880.45 from home owner dues and fees

Sent out 9 demand letters to homeowners that are behind by a full years dues

	October 25,2023	Status
1	10.30	
2	180.31	
3	1.79	
4	2,479.04	Lien
5	1,432.34	Lien
7	180.31	
8	2,009.64	Lien
9	360.75	
11	231.31	
12	132.26	
13	180.31	
14	349.82	
15	1.79	
16	351.81	
17	363.00	
19	2,055.92	Lien
20	180.31	
21	179.88	
22	1,535.41	Lien
23	1.17	
24	48.94	
25	360.75	
26	180.31	
27	180.31	

TOTAL	16,435.61	
37	180.31	
36	1,592.38	Lien
35	0.15	
34	49.06	
33	360.75	
32	360.75	
31	363.00	
30	0.41	
29	360.71	
28	180.31	

10:36 AM 10/25/23

Shadow Run Homeowners Assn. Check Detail

September 27 through October 25, 2023

Туре	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1371	10/02/2023	JESSE'S LAW		Checking Acco		-2,181.33
Bill	109	10/02/2023			Landscaping Ma	-2,181.33	2,181.33
TOTAL						-2,181.33	2,181.33

Shadow Run Homeowners Assn. Profit & Loss Budget vs. Actual January through December 2023

Name		Jan - Dec 23	Budget	\$ Over Budget
Fines	Ordinary Income/Expense			
Interest	Income			
LATE CHARGES 672.34 0.00 1,774.55 Lien Expense Relimbursement 1,774.55 0.00 1,774.55 Membership Assessments 67,491.77 66,980.00 511.77 Transfer Fees 275.00 0.00 275.00 Uncategorized Income 164.50 0.00 3,883.35 Total Income 70,863.35 66,980.00 3,883.35 Gross Profit 70,863.35 66,980.00 3,883.35 Expense				
Lien Expense Reimbursement 1,774.55 0.00 1,774.55 Membership Assessments 67,491.77 66,980.00 275.00 Uncategorized Income 164.50 0.00 275.00 Uncategorized Income 164.50 0.00 3,883.35				
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Expense	Uncategorized Income	164.50		
Expense Bank Charges 31.80 Committee Expenses 164.62 500.00 -335.38	Total Income	70,863.35	66,980.00	3,883.35
Bank Charges 31.80 Committee Expenses 164.662 500.00 -335.38	Gross Profit	70,863.35	66,980.00	3,883.35
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Common Area Improvements 0.00 0.00 250.00 -250.00 CPA Audit 0.00 2,000.00 -2,000.00 -2,000.00 -2,000.00 Electricity 359,71 530.00 -170.29 Income Taxes 0.00 0.00 0.00 0.00 Insurance 3,724.00 4,000.00 -276.00 1.00 -7,450.49 Legal Fees -7,450.49 -7,450.49 -7,450.49 -7,450.49 -7,450.49 -7,450.49 -7,450.49 -7,450.49 -7,450.49 -7,450.49 -8,27 -8,27 -8,27 -8,27 -8,27 -8,27 -8,27 -8,27 -8,27 -8,27 -8,28.14 -8,200.00 -8,27 <td></td> <td></td> <td></td> <td></td>				
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CPA Audit Electricity 3.59.71 530.00 -2,000.00 Electricity 359.71 530.00 -170.29 Income Taxes 0.00 0.00 0.00 Insurance 3.724.00 4,000.00 -276.00 Landscaping Maint. & Repair 25,549.51 33,000.00 -7,450.09 Legal Fees Association Incurred 1,464.22 2,000.00 -535.78 Homeowner Incurred 3,363.92 0.00 3,363.92 Total Legal Fees 4,828.14 2,000.00 2,828.14 Licenses 21.73 30.00 -8.27 Meeting Expenses (Annual Mtg) 670.10 350.00 30.01 Meeting Expenses (Annual Mtg) 670.10 350.00 30.00 NSF Check 0.00 0.00 0.00 Office Supplies 279.00 300.00 -21.00 OF Toperty Management 1,400.00 1,400.00 0.00 Property Management 1,400.00 1,400.00 0.00 Property Management 1,000.00 800.00		0.00	0.00	
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Legal Fees	Insurance	3,724.00	4,000.00	-276.00
Legal Fees	Landscaping Maint. & Repair	25,549.51	33,000.00	-7,450.49
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Property Taxes 186.71 200.00 -13.29 Reconciliation Discrepancies -0.41 -0.41 -15,588.00 Reserve Account 0.00 15,588.00 -15,588.00 RESERVE STUDY 800.00 800.00 0.00 Tax Preparation 150.00 300.00 -150.00 Telephone Expense 205.00 300.00 -95.00 Water (KID) 3,826.89 3,900.00 -73.11 Website Main. 576.06 1,000.00 -423.94 Total Expense 43,093.06 66,980.00 -23,886.94 Net Ordinary Income 27,770.29 0.00 27,770.29 Other Income/Expense 58.22 0.00 58.22 Total Other Income 58.22 0.00 58.22 Other Expense 0.00 0.00 0.00 VOID 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Net Other Income <td< th=""><th>Property Management</th><th>1,400.00</th><th>1,400.00</th><th>0.00</th></td<>	Property Management	1,400.00	1,400.00	0.00
Reconciliation Discrepancies -0.41 Reserve Account 0.00 15,588.00 -15,588.00 RESERVE STUDY 800.00 800.00 0.00 Tax Preparation 150.00 300.00 -150.00 Telephone Expense 205.00 300.00 -95.00 Water (KID) 3,826.89 3,900.00 -73.11 Website Main. 576.06 1,000.00 -423.94 Total Expense 43,093.06 66,980.00 -23,886.94 Net Ordinary Income 27,770.29 0.00 27,770.29 Other Income/Expense 58.22 0.00 58.22 Total Other Income 58.22 0.00 58.22 Other Expense 0.00 0.00 0.00 VOID 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22		186.71	200.00	-13.29
Reserve Account RESERVE STUDY 0.00 800.00 15,588.00 800.00 -15,588.00 800.00 -15,588.00 0.00 Tax Preparation 150.00 300.00 -150.00 Telephone Expense 205.00 300.00 -95.00 Water (KID) 3,826.89 3,900.00 -73.11 Website Main. 576.06 1,000.00 -423.94 Total Expense 43,093.06 66,980.00 -23,886.94 Net Ordinary Income 27,770.29 0.00 27,770.29 Other Income/Expense Other Income 58.22 0.00 58.22 Total Other Income 58.22 0.00 58.22 Other Expense Reserve Account Expenditures 0.00 0.00 0.00 VOID 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22	Reconciliation Discrepancies	-0.41		
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Telephone Expense 205.00 300.00 -95.00 Water (KID) 3,826.89 3,900.00 -73.11 Website Main. 576.06 1,000.00 -423.94 Total Expense 43,093.06 66,980.00 -23,886.94 Net Ordinary Income 27,770.29 0.00 27,770.29 Other Income/Expense 58.22 0.00 58.22 Total Other Income 58.22 0.00 58.22 Other Expense 8eserve Account Expenditures 0.00 0.00 0.00 VOID 0.00 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22	Tax Preparation	150.00	300.00	-150.00
Water (KID) 3,826.89 3,900.00 -73.11 Website Main. 576.06 1,000.00 -423.94 Total Expense 43,093.06 66,980.00 -23,886.94 Net Ordinary Income 27,770.29 0.00 27,770.29 Other Income/Expense 58.22 0.00 58.22 Total Other Income 58.22 0.00 58.22 Other Expense Reserve Account Expenditures 0.00 0.00 0.00 VOID 0.00 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22				
Website Main. 576.06 1,000.00 -423.94 Total Expense 43,093.06 66,980.00 -23,886.94 Net Ordinary Income 27,770.29 0.00 27,770.29 Other Income/Expense Other Income 58.22 0.00 58.22 Total Other Income 58.22 0.00 58.22 Other Expense Reserve Account Expenditures VOID 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22				
Net Ordinary Income 27,770.29 0.00 27,770.29 Other Income/Expense Other Income Bank Interest 58.22 0.00 58.22 Total Other Income 58.22 0.00 58.22 Other Expense Reserve Account Expenditures VOID 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22				
Other Income/Expense Other Income 58.22 0.00 58.22 Total Other Income 58.22 0.00 58.22 Other Expense 8.22 0.00 0.00 0.00 VOID 0.00 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22	Total Expense	43,093.06	66,980.00	-23,886.94
Other Income Bank Interest 58.22 0.00 58.22 Total Other Income 58.22 0.00 58.22 Other Expense Reserve Account Expenditures VOID 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22	Net Ordinary Income	27,770.29	0.00	27,770.29
Bank Interest 58.22 0.00 58.22 Total Other Income 58.22 0.00 58.22 Other Expense Reserve Account Expenditures VOID 0.00 0.00 0.00 VOID 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22	•			
Total Other Income 58.22 0.00 58.22 Other Expense Reserve Account Expenditures VOID 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22				
Other Expense 0.00 0.00 0.00 Reserve Account Expenditures 0.00 0.00 0.00 VOID 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22	Bank Interest	58.22	0.00	58.22
Reserve Account Expenditures 0.00 0.00 0.00 VOID 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22	Total Other Income	58.22	0.00	58.22
VOID 0.00 0.00 0.00 Total Other Expense 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22				
Total Other Expense 0.00 0.00 0.00 Net Other Income 58.22 0.00 58.22	•			
Net Other Income 58.22 0.00 58.22	VOID	0.00	0.00	0.00
	Total Other Expense	0.00	0.00	0.00
Net Income 27,828.51 0.00 27,828.51	Net Other Income	58.22	0.00	58.22
	Net Income	27,828.51	0.00	27,828.51