



**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

Call for Ad-Hoc Agenda Items (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	<u>\$8,910.38</u>

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	

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

10:36 AM

10/25/23

Shadow Run Homeowners Assn.
Check Detail
September 27 through October 25, 2023

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Account</u>	<u>Paid Amount</u>	<u>Original Amount</u>
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

Cash Basis

	Jan - Dec 23	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Fines	809.72	0.00	809.72
Interest	-324.53	0.00	-324.53
LATE CHARGES	672.34	0.00	672.34
Lien Expense Reimbursement	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		
Total Income	<u>70,863.35</u>	<u>66,980.00</u>	<u>3,883.35</u>
Gross Profit	70,863.35	66,980.00	3,883.35
Expense			
Bank Charges	31.80		
Committee Expenses	164.62	500.00	-335.38
Common Area Improvements	0.00	0.00	0.00
Continuing Education	0.00	250.00	-250.00
CPA Audit	0.00	2,000.00	-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	-7,450.49
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	<u>4,828.14</u>	<u>2,000.00</u>	<u>2,828.14</u>
Licenses	21.73	30.00	-8.27
Meeting Expenses(Annual Mtg)	670.10	350.00	320.10
Memberships	0.00	0.00	0.00
NSF Check	0.00	0.00	0.00
Office Supplies	279.00	300.00	-21.00
PO Box Rent	232.00	232.00	0.00
Postage	88.20	300.00	-211.80
Property Management	1,400.00	1,400.00	0.00
Property Taxes	186.71	200.00	-13.29
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	<u>43,093.06</u>	<u>66,980.00</u>	<u>-23,886.94</u>
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	<u>58.22</u>	<u>0.00</u>	<u>58.22</u>
Other Expense			
Reserve Account Expenditures	0.00	0.00	0.00
VOID	0.00	0.00	0.00
Total Other Expense	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Other Income	58.22	0.00	58.22
Net Income	<u><u>27,828.51</u></u>	<u><u>0.00</u></u>	<u><u>27,828.51</u></u>