



Shadow Run at Canyon Lakes HOA

Board of Directors Meeting Minutes for July 1, 2019
Mid-Columbia Library, - Union Street - Kennewick

Board members present: Mark Pianowski, Marie Swita, Ben Swita, Carmen Pianowski and Brenda Schuhmacher.

Absent: Howard and Anita Chung

Call to order: The meeting was called to order by Mark at 6:04pm.

Secretary's Report:

1. Minutes of the June meeting were read. Ben made the motion to accept the minutes and Carmen seconded. The motion carried.
2. Brenda read Jim Young's letter of resignation. As per our CC&R's, Mark will step into the role of President for the remainder of the year. Brenda will talk to Anita about being a signer on the account as she is out of town. Carmen made the motion to remove Jim from check signing at the bank as soon as possible and to appointment Anita if she agrees. The motion was approved. We will do a formal vote for Anita to be a check signer when we are all back to the September meeting and Anita is in attendance. We will also ask if Howard will agree to be Vice President.

Treasurers /Financial Reports:

1. Financial reports were distributed by Marie and she went over the *Profit and Loss Budget vs Actual, Balance Sheet, Check Detail* and *Delinquent Homeowner Summary*.
2. Marie is currently up to date on New Neighbor packets.
3. Our current HOA deficit stands at \$9,002.36. 10 homeowners have yet to pay assessments that were due in January.
4. Marie reviewed the HOA insurance policy with American Family Insurance. Premiums are due in August. Many of the areas of insurance coverage are Directors and Officers liability, Theft, Crime, Commercial business liability.
5. Our Annual audit was done that is mandated by the State. Marie shared the results of that audit which was very minimal.
6. Marie discussed violation letters sent out, mostly for RV and camper street parking etc. Also discussed was a couple of homes in need of paint in the neighborhood. That will be on the agenda in the next month or so.

Landscaping and Community Enhancement Committee:

- There was discussion regarding adding a couple of trash cans to our inventory. Ben will check with various vendors on costs of those cans. In one of the HOA equipment catalogs, cans could cost up to \$1,000 apiece. They need to be strong enough to withstand vandalism.

New Business:

1. A letter will be sent to the Association Reserve Study group cancelling our 2019 Reserve Study. Next year we will budget for an on-site or off-site visit.
2. ACC forms were reviewed and initialed by board members.

Adjourn: A motion was made to adjourn at 7:05pm.

There will be **NO MEETING** in August. **Next meeting:** September 2nd, at 6pm.

Respectfully submitted:
Brenda Schuhmacher