

**Shadow Glen Board of Directors Meeting**  
**Monday, February 16, 2009**

The Shadow Glen Board of Directors meeting was held on Monday, February 16, 2009, at 6:27 p.m. at the Lake Providence Missionary Baptist Church. Present were Jen Smith, Jason Mayes, and April Scott. Matthew Komisky was also present representing Paragon.

**Meeting Minutes:** The first order of business was the approval of the December meeting minutes. Minutes approved.

**Financials & Collections:** Jason reviewed the financials and had a question about January 09 – Matthew said there was an error in the management fee and it will be corrected in March. Jason also questioned the \$1500 transfer to begin a savings program and suggested that because we missed January to double up for February and continue the transfer going forward. Jason moved to approve financials. April 2<sup>nd</sup>.

Regarding collections, Matthew attempted to get an update regarding Booher (502) & Phavongsay (308) but could not because of the President's Day holiday.

Regarding the bankruptcy question from the last meeting it was discovered that a lien can be placed on a property whose owners are under the protection of bankruptcy. In light of the new information, Jen requested that a lien be placed on unit 308.

**Manager's Report:**

Matthew briefly discussed the phone calls & violations.

**Old Business:**

**Gutter Cleaning** - Bids for cleaning gutters were discussed. Chaparral came in with the lowest bid at \$600. Jen motioned to approve. April 2<sup>nd</sup>.

**Shrub Replacement** – Jen asked about a bid from LSI for shrub replacement. Jason requested that the specifics be resent so the Board can review.

**Tree Line Responsibility** – Matthew discussed who is responsible for the tree line between with the maintenance man at the church. Matthew will meet with the church and with Michael from LSI to come to a resolution this coming week.

**Gravel Installment** – LSI is finishing us the gravel installation at 201. Once completed the Board will be able to see the finished product and determine if it's something that should be done at several units in the community to improve drainage. An ARC Request was submitted for the project and approved.

**New Business:**

**Board Appointments:** Stephanie Waldrop (613) & Patrick Walker (207) were appointed to serve in the two open board member positions. Jen motions, Jason 2<sup>nd</sup>.

**Concrete Steps** – Jen has contacted the warranty company regarding the cracking in the steps, but is questioning who is responsible for replacement or repair in the event that they need to be repaired or the problem becomes worse.

**Un-leashed Pets** – Jen commented that there have been several dogs roaming the neighborhood recently (specifically in the 400 block). As well, there have been several incidents of people letting their dogs out unattended and then having to clean up after them when the owners should be responsible. It was determined that we should notate the owners and time of day so letters can be sent.


**Trash Collection** – There were several more reports about trash collection taking place between the hours of 3:00-5:00a.m. Jason requested that Matthew call and report this again and request that they only come during regular business hours.

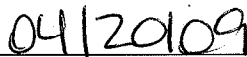
**Siding Trim** – Jason reported that the siding trim at the end of his building is shredded. Matthew will look into it and have it repaired.

**Resident Comments** – Jason mentioned that one of the residents stopped by and requested that the address for Shadow Glen homeowners officially be changed to something besides “Apartment #”. Matthew said he would contact the postal service to get more detail about what is required for the change.

A motion was made at 7:40 p.m. to adjourn the meeting by Jen, 2<sup>nd</sup> by Jason. Meeting adjourned.

Meeting Minutes Approved:

  
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Authorized Signature

  
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Date