

**AUDUBON TRACE CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE FIRST OPEN MEETING OF FISCAL YEAR**

Wednesday, October 3, 2012
Sixth Meeting of Fiscal Year 2012-2013

Meeting called to order by Board President Stephanie Prunty at 7:00 pm at Golden Age Center, Jefferson Playground

Board members present: Sawese Bugbee
 Linda Harang
 Al Lafaye
 Teva Ostarly
 Stephanie Prunty
 Lenny Simmons
 Pat Traina

Staff present: Tim Munch, Property Manager
 Jeff Adams, Asst. Property Manager

I. CALL TO ORDER – 7 pm

- Board President Stephanie Prunty called the meeting to order at 7 pm

II. INTRODUCTION OF BOARD MEMBERS –

- Stephanie Prunty introduced all Board members

III. MANAGER’S REPORT – Hurricane Isaac

- repairs to date cost \$129,582.78
- completed repairs – roofs, ridge vents, vent pipes, tree removal, debris removal
- repairs not complete – gutters, drain pipes, some skylights, fences
- major work to be done – fences; bids have been solicited from contractors; if ATCA staff does the fence work it will take 7-8 months; having a contractor do the work will allow ATCA staff to return to performing routine maintenance, repairs, and painting of buildings
- ATCA staff still has some Isaac repairs to complete; Isaac work should be finished in 2 weeks, and staff will return to routine ATCA work
- Board formed “ad hoc” committee to review hurricane response, make suggestions to the Board for improvements in protocol, procedure, response

- communications during and immediately after the storm was biggest problem; “Appletree Service” has a system for putting message on their phone service, that can be accessed from any phone anywhere in the U.S.
- Owner questions to Manager related to Isaac –
 - Q: Frank Gallagher, 604 –
Thank Tim Munch for all of his help and work after the storm, especially in helping get needed information to insurance adjusters
 - A: Stephanie Prunty –
Keep in mind that we have already spent \$130,000, and repairs are not complete; the total cost will be well below our “named storm” deductible – which is \$1.75 million; we are using our Reserve funds to pay for the repairs; once all repairs are complete the Board will consider how to re-pay the funds back into the Reserve account; “this is why we have a Reserve account”

IV. COMMITTEE REPORTS –

A. Treasurer – Teva Ostarly

- presently have collected \$111,000 in Special Assessment
- have \$206,000 Reserve funds invested

B. Ad Hoc Isaac Committee – Lenny Simmons

- first meeting was October 2; group elected Gary Vincent to chair the committee
- Committee members – Devon George (206), Mary Jo Day (1703), Pauleah Tomlinson (1502c), Gary Vincent (3101), Maria Zabaloui (707), Jimmy Defourneaux (801), Cathy Rotolo (1501), Lenny Simmons (3104), Tim Munch
- topics to be discussed include, but are not limited to – communications; how roof damage is evaluated; loss of power issues; types and use of generators; garbage disposal before and after the storm
- owners can/should send their comments/suggestions to Tim Munch

V. OPEN QUESTIONS –

- Q: Jim Kowaleski, 3021 –
There should be a “to do” list for storm preparation; it doesn’t seem like we have one. I had severe roof damage. I understand why blue tarps were not used, but there are some spray products that can be used to seal leaks. I also had a problem reaching anyone by phone.

A: Tim Munch –
We have a “to do” list. Your roof was repaired in 3 days, as soon as it was safe for the roofers to be on the roofs; it can’t be done any faster. We will look into whether we can use the spray products you mentioned.

- Q: Cheryl Vicari, 902 –
I had water in my unit, and I think it is because of bad drainage. This problem has been going on since 2002, and ATCA has not done anything about it. I had an inspector come to my unit, and I gave Tim his report.

A: Tim Munch –
We have done a number of things in the area between buildings 9 and 10. We have made several repairs at your unit. More recently we removed the large tree that had been in the courtyard between the buildings, but we are still not convinced that was the source of the problem. We will continue to try to improve the drainage in that area.

- Q: Frank Gallagher, 604 –
The cracks and holes in the street at the intersection in front of my unit is getting worse. Can it at least be patched until it can be repaired?

A: Tim Munch –
We had \$18,000 allocated to replace that entire section before Isaac. Now we don’t know whether we will have the money for that work.

- Q: Lisa Tetlow, 1704 –
(1) We also have a drainage problem behind buildings 17 and 25
(2) Why don’t we use vinyl lattice fence instead of wood; and why does our staff take so much time stapling the slats?

A: Tim Munch –
The staff only staples slats when a section is being repaired; otherwise we just replace the entire section and they come pre-stapled. The wood sections are less expensive overall than the vinyl; that’s why we use wood.

- Q: Jim Kowaleski, 3021 –
I have a complaint about the new roof shingles, they are a light gray instead of the darker 3gray.

A: Tim Munch –
The dark gray shingles are not available any more, at least they were not available when the contractor was repairing the roofs.

- Q: Suzaune McKamey, 2204 –
The By Laws require all owners to have a copy of the budget not later than August 15, and we haven't received it yet. Why haven't we received it yet?

A: Stephanie Prunty –
The By Laws require the owners to get a copy of the final accounting from the previous fiscal year by August 15; that information is given to the owners in the audit report. This year the preliminary audit report was ready in August, but then the storm delayed it. There were some changes that had to be made before the audit report could be released. The Board has accepted the final version. As soon as we receive it from the auditor it will be posted on the ATCA web site.

- Q: Lisa Tetlow, 1704 –
Why did the Board change back to our former landscape company?

A: Stephanie Prunty –
The new contractor was not performing the job the way we wanted them to. When we asked them why, the contractor admitted that they under-bid the job, and to do what we wanted they would have to charge us more than our prior contractor was charging. So we went back to our former contractor, and they agreed to come back, at a reduced price.

Q: Lisa Tetlow –
Well, the original contractor blows debris all over my car, and it nicks my car. The new contractor didn't do that.

A: Stephanie Prunty –
That's because the new contractor did not blow the debris and pick it up like they were supposed to.

- Q: Tom Covington, 2208 –
What is the justification for eliminating the budget committee?

A: Linda Harang –
The reason was explained in the Minutes from that Board meeting. That explanation sets out the reason for the decision.

A: Stephanie Prunty –
Under the new format, all owners will have a chance to give their input, instead of just a few, select owners. You may disagree with the decision, but we made the change because we believe it is in the best interest of all owners.

Q: Tom Covington –
So will we get to address the budget issues on the Long Range Planning committee?

A: Stephanie Prunty –
No. The Long Range Planning committee will only address long range, capital expenses – streets, roofs, funding the Reserve account. The operating budget will be addressed in the new format, with all owners participating.

● Q: Lisa Tetlow, 1704 –
I don't understand either why the budget committee was eliminated.

A: Stephanie Prunty –
We made the decision that we thought was best for all owners. Others may disagree. If you feel that strongly about an issue, then you should run for the Board, and be a part of the decision-making.

● Q: Tom Covington, 2208 –
Is anything being done about the problems with the new pest control contractor?

A: Tim Munch –
Yes, we are addressing the complaints. But we went with this new contractor to save money, and it might not work out as we hoped.

● Q: Don Reese, 2204 –
I'm not an owner, but why isn't my wife [Suzaune McKamey] on the Long Range Planning committee?

A: Stephanie Prunty –
Owners sign up on a "first come, first served" basis, and we have a limit for each committee of 8 owners. That Committee is presently filled.

VI. ADJOURN –

- Stephanie Prunty adjourned the meeting at 7:45 pm
- next closed Board meeting is October 24, 2012, at Unit 302

Submitted for publication on the 9th day of October, 2012.

/s/ Linda S. Harang
Linda S. Harang, Board Secretary
Unit 602