

**AUDUBON TRACE CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTORS**

Wednesday, October 16, 2013
Fifth Meeting of Fiscal Year 2013-2014

Board members present: Catherine Bayhi
Jeff Delaune
Al Lafaye
Teva Ostarly
Lenny Simmons
Pat Traina

Board member absent: Jimmy Defourneaux

Staff present: Tim Munch
Jeff Adams

1. Call to Order

- Teva Ostarly called the special meeting to order at 6:35 pm at Unit 2701

2. Property Manager Report- Tim Munch

- Letter was sent to State Farm by certified mail stating that the Audubon Trace Condominium Association, Inc. would not tender its legal defense to State Farm in the case of Cheryl Vicari versus State Farm Fire and Casualty Company et al
- All tree and shrub trimming should be completed by the end of the week
- All carpentry work has been completed on Building 39 and painting of the building will begin; work has begun on cleaning Buildings 12, 1 and 2
- Three garage doors have been replaced; it takes about 90 minutes to replace them; some owners complain about the time it takes to replace that stating they cannot be home at that time; Tim suggest that owners pull the disconnect cord on the door mechanism and lock their door in the garage; once the garage door is replaced the disconnect cord will be reconnected and the garage door closed
- Tim is in receipt of a letter from Sue Westfall (Unit 3912) requesting to be reimbursed in the amount of \$52.34 to remove paint from her car's rear bumper; as she was leaving the rear of the property, the gate closed on her car's back bumper and left paint from the gate on it; there was no damage to the vehicle; Ms. Westfall admitted that she had not entered the gate code to keep the gate open and that she was not following another vehicle to exit the property. Lenny Simmons moved, seconded by Catherine Bayhi to deny Ms. Westfall's request; motion passed, 6-0

- The parts for the street lights around Buildings 8 and 11 are in; the lights will be repaired
- Tim has met with a representative from Orkin, Inc. and signed the contract with Orkin to provide the exterior pest control service; the service will be performed on the third Friday of each month; the exterior of 14 buildings will be serviced each month; homeowners will be sent information soon to let them know how to get the special rate of \$50 per treatment for the interior of their units; the owners will deal directly with Orkin and not the Association

3. Treasurer Report – Catherine Bayhi

- A preliminary report of the financials for the period ending September 30, 2013 was presented to the Board for its review; after some discussion the Board decided to defer approval of the financials until some revision were made especially in reflecting the revenues and expenditures for the reserve budget in a separate statement; the revised financials will be presented at the Open Board Meeting on October 23, 2013

4. Committee Reports

A. Permits- Al Lafaye

- No request have been sent to the committee

B. Community Relations and Social – Jeff Delaune

- Jeff Delaune plans to welcome all new owners and renters to Audubon Trace; Catherine volunteered to work with him
- Jeff Delaune will work with Tim Munch on informative articles in the Tracer
- The Board talked about the possibility of having a Christmas/Holiday party at the North Pool in early December; a final decision will be made at the November Board meeting

5. Executive Session

- Pat Traina moved and Catherine Bayhi seconded to go into executive session to discuss legal and governance matters; motion carried 6-0
- Lenny Simmons moved and Catherine Bayhi seconded to go out of executive session; motion carried 6-0

6. Old Business

- none

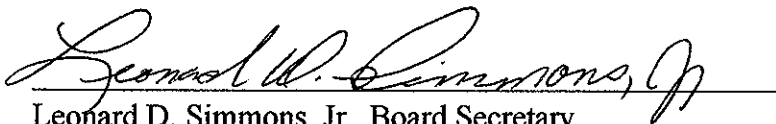
7. New Business

- Teva Ostarly reminded the Board of the Open Board Meeting which will be held on Wednesday, October 23, 2013 at 6:30 pm at the Golden Age Center; Jeff Delaune volunteered to be the community relations facilitator at the meeting in order to move the meeting along and insure that all homeowners have the opportunity to ask their questions; this will also help the Board Secretary get the information needed to prepare accurate minutes of the meeting; Teva Ostarly thought that this was a good idea and thank him for volunteering

8. Adjournment

- Catherine Bayhi moved, Pat Traina seconded that the meeting be adjourned
- Motion passed by a vote of 6-0; meeting adjourned at 8:41 pm
- Next Regular Board meeting is scheduled for Wednesday, November 13, 2013 at 6:30 pm at Unit 2701

Submitted for publication on the 22nd day of October, 2013



Leonard D. Simmons, Jr., Board Secretary

Unit 3104