

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

Wednesday, January 29, 2014
Tenth Meeting of Fiscal Year 2013-14

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

Staff present: Tim Munch

1. Call to Order

- Teva Ostarly called the Board meeting to order at 6:35 pm.

2. Property Manager Report- Tim Munch

- There were water line breaks at buildings 35 and 22; the cost to repair them was approximately \$3,300; water cutoff to entire property was not needed.
- Weather permitting, crew will begin painting Building 16; Tim has increased the painting crew to three men to start catching up on building painting.
- There were no plumbing problems during the January 27th- 28th freeze and ice/sleet storm; staff rewrapped outside pipes on 30-40 units.
- Owner of Unit 2409 requested that she be reimbursed \$180 for cleaning out a clogged sewer line; since this problem was not caused by the Association, Tim denied her request.
- The Administrative Office needs an air conditioning system; the current unit is original to the building (1992) and is not working properly; the estimated cost is approximately \$4,720; Tim will get a couple of bids and present them to the Board at the February meeting.
- The owner at unit 2302 has suggested that the Association purchase a man lift so that the staff could more safely repair and paint the larger buildings. The estimated cost is approximately \$80,000. Tim stated that the staff is current using safety procedures while painting or repairing the large building and it has never been a problem. The purchase of such a piece of equipment would be cost prohibitive and there would be no place to store the equipment.

3. Treasurer Report -- Catherine Bayhi

- There is currently \$31,275.85 of cash on hand
- Accounts Payable is \$31,615.26
- Expenses for plumbing, landscaping and lumber & constructions should be reflected in the maintenance & repairs line item.
- There is presently \$791,616.89 in the Reserve budget
- Lenny Simmons moved and Stephanie Prunty seconded to approve the December 2013 financials as amended; motion passed unanimously.

4. Committee Reports

A. Permits- Al Lafaye

- There is a request from Sue and Hank Marchal (Unit 1904) to remove two pine trees and to replace them with other trees; Al will call a committee meeting when he receives the request form from Tim.

B. Community Relations/Social-Jeff Delaune

- Jeff has prepared a draft letter to new homeowners welcoming them to Audubon Trace; he will send the letter to Tim and the board members to get their input.

5. Executive Session

- Lenny Simmons moved and Catherine Bayhi seconded that the Board go into executive session to discuss legal matters; motion passed.
- Lenny Simmons moved and Catherine Bayhi seconded that the Board go out of executive session; motion passed.

6. Old Business

- Tim received correspondence from Sue Marchal (Unit 1904) opposing the idea of have the pool and outside gates keyed again; she believe that the code on the keypads should be changed monthly; Tim continues to look at alternatives to the security problems on the gates and will have recommendations to the Board prior to consideration of next year's budget.

7. New Business

- There was discussion by Board members on the garbage situation again; they instructed Tim to send a paper notice to all homeowners and renters reminding them of the policy on when garbage can be placed outside and what type of bags that garbage can placed in; one Board member actually saw one homeowner throw a full garbage bag from the second floor to the ground below.
- The Board suggested that it was time for the Association to receive an update on all legal matters that are pending; Lenny Simmons moved and Stephanie Prunty seconded to

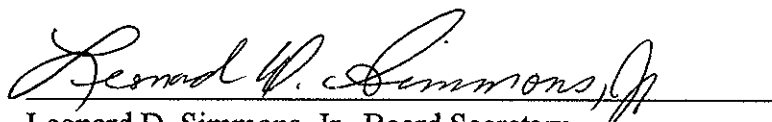
invite the Association's legal counsel to attend the February Board meeting to give the Board an update on all pending legal matters; motion carried unanimously.

- Lenny Simmons suggested that it might be appropriate to consider have some type of function to celebrate the 40th Anniversary of Audubon Trace sometime in the spring: everyone on the Board thought that it was a good idea and it will be pursued by the Board over the next couple of months.

8. Adjournment

- With no further business, Teva Ostarly thanked everyone for attending.
- Catherine Bayhi moved and Jeff Delaune seconded to adjourn the meeting
- Motion passed: meeting adjourned at 7:54 pm
- Next Regular Board meeting is scheduled for Wednesday, February 26, 2014 at 6:30 pm at Unit 2701

Submitted for publication on the 11th day of February 2014



Leonard D. Simmons, Jr., Board Secretary
Unit 3104