

**AUDUBON TRACE CONDOMINIUM ASSOCIATION, INC.**

**MINUTES OF THE BOARD OF DIRECTORS**

Thursday, July 6, 2017

First Meeting of Fiscal Year 2017-18

**Meeting Information**

<b>Board Members</b>	<b>Present</b>	<b>Absent</b>	<b>Proxy</b>
Sawese Bugbee	√		
Jason Calmes (Secretary)	√		
Jodi Ketry	√		
Al Lafaye (Vice President)	√		
Jack Migliore	√		
Stephanie Prunty (Treasurer)	√		
Pat Traina (President)	√		
<i>Total</i>	7		
<i>Minimum for Quorum</i>	4		

Others Present

Tim Munch, Property Manager  
Jeff Adams, Staff

Meeting Information

Unit 2704  
Thursday, July 6, 2017, 6:30 p.m.

Non-Standard Items

Annual New Board Items, Check Signers, Handicapped Parking Spot

Next Meeting Information

Unit 302  
Wednesday, August 30, 2017, 6:30 p.m.

## Motion Summary

ID	Passed?	Description
2017.1.1	Yes	Al Lafaye, Stephanie Prunty, Pat Traina check signers

## Motion Voting Detail

ID	Passed?	Moved	Seconded	Yea	Nay	Abstain	Absent
2017.1.1	Yes	Bugbee	Ketry	7	0	0	0

## Notes

The Audubon Trace Board Minutes reflect a presupposition of general consensus. Procedural motions, standard operations, and other minor matters are not recorded in the motion summary unless they depart from this presupposition regardless for how this consensus revealed itself, for example, through an informal vote.

Motions are summarized, as well, in a Motion Log held by the Association.

“Absent” means absent without naming a valid proxy.

## Call to Order

At 6:39, Stephanie Prunty called meeting to order.

## Election of Officers

President: Pat Traina  
Vice President: Al Lafaye  
Secretary: Jason Calmes  
Treasurer: Stephanie Prunty

## Setting Terms for New Board Members

Board Members	Term	Remaining
Sawese Bugbee	2y	1y
Jason Calmes (Secretary)	2y	2y
Jodi Ketry	2y	1y
Al Lafaye (Vice President)	2y	2y
Jack Migliore	1y	1y
Stephanie Prunty (Treasurer)	1y	1y
Pat Traina (President)	2y	2y

## Establishment of 2015-2016 Standing Committees Appointment of Chairs and Vice Chairs

Permits: Sawese Bugbee, Chair – Jack Migliore, Vice Chair  
Social / Welcome Committee: Jodi Ketry, Chair – Al Lafaye, Vice  
Green and Beautification: Jason Calmes, Chair

## Appointment of Board Liaisons

Financial: Stephanie Prunty  
Legal: Pat Traina

## **Fines**

Rules Violation: \$25 minimum, determined by the Board based on severity of offense

Late Payment of Condo Fees (due the first of each month, late being after the 15th of the month): \$25 per occurrence

## **Scheduling of Regular Board Meetings**

Last Wednesday of each month

## **Executive Session**

In order to discuss legal matters, the Board entered Executive Session at 7:28 p.m. The Board exited Executive Session at 7:46 p.m.

## **Old Business**

None

## **New Business**

Addition of a handicapped parking spot near Building 12.

## **Adjournment**

Meeting was adjourned at 7:50 p.m.

## Minutes Tracking

Meeting	Date	Submitted	Approved	Notes
2016.10	06/28/17	07/07/17		
1	07/06/17	07/07/17		