

**AUDUBON TRACE CONDOMINIUM ASSOCIATION, INC.**

**MINUTES OF THE BOARD OF DIRECTORS**

Wednesday, April 25, 2018

Eighth 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)	√		
Teva Ostarly	√		
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 302  
Wednesday, April 25, 2018, 6:30 p.m.

Non-Standard Items

None

Next Meeting

Open Meeting, Golden Age Center  
Wednesday, May 30, 2018, 6:30 p.m.

## **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**

Pat Traina called the Board Meeting to order at 6:31 p.m.

## **Property Manager Report**

- Water line repair by Building 18. Leak caused by pine tree roots, tree removed, stump planned for removal in early May. Water service to property was off during the repair, restored around 1pm.
- Electrical line for lighting being re-routed. Some fence lights along South Drive are affected.
- Building 5 cleaning, painting, and carpentry finishing, Building 24 complete. Building 19 next. Porch on Unit 504 being rebuilt.
- Common elements trimming has started, will continue for several weeks. Most of the dead shrubbery from the freeze has been removed.
- Tree removal by Building 10, per owner request. Three dead pine trees have been removed. Dead palm branches around pools being removed.
- Concrete repairs planned to start in early May.
- East lattice fence line repairs complete.

## **Committee Reports**

- Finance: February Financial Statements reviewed
- Social: Review of Board Q&A Notes
- Permits:
  - Approved: Unit 1004 Palm Tree Removal
  - Approved: Unit 3512 Garden Approved

## **Executive Session**

At 7:23, the Board entered Executive Session to discuss legal matters.

At 7:31, the Board exited Executive Session.

## **Old Business**

- None

## **New Business**

- None

## **Adjournment**

Meeting adjourned at 7:36 p.m.

## Minutes Tracking

Meeting	Date	Submitted	Approved	Notes
2016.10	06/28/17	07/07/17	07/12/17	
1	07/06/17	07/07/17	07/12/17	
2	08/30/17	10/25/17	10/25/17	
3	09/27/17	10/25/17	10/25/17	
4	10/25/17	10/25/17	10/26/17	
5	11/29/17	11/29/17	11/30/17	
6	01/24/18	01/27/18	01/29/18	
7	02/28/18	02/28/18	03/01/18	
8	04/25/18	04/28/18	05/03/18	