

AUDUBON TRACE CONDOMINIUM ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS

Wednesday, May 31, 2018

Ninth Meeting of Fiscal Year 2017-18

Meeting Information

Board Members	Present	Absent	Proxy
Sawese Bugbee		√	
Jason Calmes (Secretary)		√	
Al Lafaye (Vice President)	√		
Teva Ostarly	√		
Stephanie Prunty	√		
Jodi Ketry	√		
Pat Traina (President)	√		
<i>Total</i>	5	2	
<i>Minimum for Quorum</i>	4		

Others Present

Tim Munch, Property Manager
Jeff Adams, Staff

Meeting Information

Jefferson Playground Golden Age Center
Wednesday, May 31, 2018, 6:30 p.m.

Non-Standard Items

2018-2019 Budget

Next Meeting

TBD

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 6:27 p.m.

Open Discussion

Facilities Report:

Buildings 34,35,24,22 and 5 received maintenance this year

Pools were re-plastered

Gazebos, fences and iron furniture at the pools were repainted

North Pool maintenance included a new filter, a new pool light and a new skimmer

South Pool maintenance included a new ladder, 2 new drain systems to bring the pool up to current code

First trimming of the year has been completed

Dead bushes, citrus trees and palms were removed

Three units had broken pipes during the freeze

North and South Drive fencing has been cleaned; some broken fencing has been repaired

Street repairs are ongoing

Budget Report:

Budget for the 2018-2019 year was presented

No planned increase for condo fees

ATCA will continue to save money to cover upcoming expenses

Roof replacement is expected to begin in 2-3 years

Budget Questions:

1. Gina Cortez (Unit # 205): Why would the roofs be replaced in 2-3 years if they are warranted for 20 years?

Stephanie: The roofs will be inspected to determine which have the most need for replacement

2. NAME (Unit 1801): Shouldn't flood insurance costs go down since our zone went down?

Gina confirmed that we should see a price reduction

Tim let everyone know we fall under a special category for insurance as we aren't considered residential or commercial. Our flood insurance is different from property insurance. The association can only buy \$250k per unit; we are buying as much insurance as allowed.

3. Kelly Grant (Unit #404): Why hasn't our estimated cost for insurance policy gone down since we've been rezoned?

Tim responded we didn't get this year's adjusted cost yet

4. Mary Jo Day (Unit #2406): Can homeowners see financials that show what the association has spent? Can year to date expenditures be shared?
Tim & Stephanie stated the board does have that information. Tim explained that he does zero-based budgeting.

Mary Jo commented that the answering service used by the association are not responsive. Per Stephanie and Tim, there are other services and it will be looked into. Tim offered to price it out and see if other companies would provide a better service.

5. Sue Marchal (Unit # 1904): Raised a question about the decreased cost estimate for maintenance and repairs
Tim confirmed the amount has come down because the association is not finding as much damage as we once did.

Hank Marchal (Unit #1904): What about trees that will damage the street?
Tim responded that we'd prefer to be reactive to removing trees that cause damage vice speculating. And, when a tree is removed, they are replaced whenever possible.

6. Kelly Grant (Unit # 404): Questioned why next year's budget still allocates \$50k for pool maintenance/repairs when pools were repaired this year.
Tim stated the budget would be updated to reflect the work was done early. He also said the work was completed under \$50k and that the association could consider using the underburned funds for pool furniture.

Open Questions:

7. Lorraine Broderick (Unit# 2004):
- a. Asked the board and attending members if they ever had the issue of trying to remove a refrigerator that cannot fit through the condo's passage way.
Tim will take a look to see if he can offer a solution
 - b. Do we have a reserve fund?
Stephanie confirmed that we have \$1M
 - c. Do we have funding to replace the balconies? Her balcony is rotting.
Tim confirmed that the association has the funds to replace/repair balconies in the operation budget. Tim will take a look to determine what action is needed on the balcony
 - d. What about the steps on the front porch?
Tim will take a look at the steps to determine what action is needed
8. Hank Marchal (#1904): Can we replace the scraggly bushes near the North Pool?
Tim confirmed we could
9. Mary Jo Day: Concerned about the standing water still coming from "the other side" and the mosquitos the water is breeding. Can we get them to fix the water problem?
Tim assured that we are trying; he has discussed with the parish.

10. Gina Cortez (# 205): Out of the 237 units in AT, there are people who prefer to get communications in a method other than email. She raised the question: Why do we think the level of engagement is so low (for AT events)?
Tim and Stephanie reminded that the association posts signs at the gates as an additional notification method. On the topic of attendance, Stephanie stated that 1% turnout is typical for condominium residential events.
11. Lorraine Broderick (#2004): Emailed Tim requesting the hedges be trimmed
Tim reminded everyone that no bush will be trimmed if has yellow flags staked in front of it.
12. Janice Peterson (Unit #3712): Stated that she has no yellow flags and yet her jasmine is in need of trimming.
Tim will take care of it
13. Clair Fiasconaro (Unit # 1801): Two bushes are being strangled between buildings 11 & 12 due to weeds coming over from the school side of the fence
Tim will take care of it
14. Lorraine Broderick (Unit #2004):
 - a. Can we pay condo fees on a credit card?
Tim and Stephanie indicated that accepting fees on credit cards is not feasible for the association due to credit card fees.
A resident's suggestion was to set up an automatic monthly bank draft to have money sent to the association
 - b. Can azaleas be trimmed before July so as not to minimize the number of blooms the bushes display?
Per Tim, they've already be trimmed for the year.
 - c. Can we extend the gutter drain in front of the unit to prevent water from pooling next to the condo? Unit 2003 also needs an extended gutter drain
Yes, Tim can extend it and fix the sod.
15. Jack Migliore (Unit 3703): Concerned that he has been asking the board for a year now to address the issue with feral cats. Even though the board says they are taking action, the cats are still a problem. What is going to be done about it?
Tim and Stephanie confirmed the board has been trapping animals. Tim agreed with Jack that owners should not be feeding the feral cats.
16. Janice Peterson (Unit3712) – Raised a concern about the possums and raccoons living it that area.
Tim confirmed the 4 traps that are set have trapped 3 possums and many other animals.

Adjournment

Meeting adjourned at 7:25 p.m.

Minutes Tracking [NEEDS TO BE UPDATED WITH THIS YEAR'S TABLE]

Meeting	Date	Submitted	Approved	Notes
1	06/29/16	07/25/16	07/27/16	
2	08/24/16	08/28/16	08/29/16	
3	10/26/16	11/16/16	11/22/16	
4	11/22/16	01/25/17	01/26/17	
5	01/25/17	01/25/17	01/26/17	
6	03/15/17	03/19/17	03/21/17	
7	04/26/17	04/26/17	04/27/17	
8	05/10/17	05/16/17		
9	05/10/17	05/16/17		