

**AUDUBON TRACE CONDOMINIUM ASSOCIATION, INC.**

**MINUTES OF THE BOARD OF DIRECTORS**

Wednesday, September 26, 2018

Third Meeting of Fiscal Year 2018-19

**Meeting Information**

<b>Board Members</b>	<b>Present</b>	<b>Absent</b>	<b>Proxy</b>
J. Calmes (President)	√		
G. Cortez	√		
H. Kokes	√		
A. Lafaye (Vice President)	√		
T. Ostarly (Treasurer)	√		
S. Prunty (Secretary)	√		
P. Traina	√		
<i>Total</i>	7		
<i>Minimum for Quorum</i>	4		

Others Present

Tim Munch, Property Manager  
Jeff Adams, Staff

Meeting Information

Wednesday, September 26, 2018, 6:30 p.m., AT Office

Non-Standard Items

None

Upcoming Meetings

Wednesday, October 24, 2018, 6:30 p.m., Unit 2704

Wednesday, November 28, 2018, 6:30 p.m., Unit 2701

## **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

J. Calmes called the meeting to order at 6:32 p.m.

## Property Manager Report

- Painting on Building 17 in progress.
- Pressure washing completed on Building 36, continuing onto Building 37.
- The Sentricon Termite Baiting System removed the need for gutters in places that are not unit entrances. During the normal course of refurbishment we would remove those gutters whose only purpose was to preserve the liquid termite treatment we have not used for years. This would cut down on man hours to keep them clean.
- Lattice Fence Maintenance continues on 35 year old fences, especially in those areas where other fences already exist (those fences that belong to the school and Ville St. Marie). It would be most cost efficient not to replace those fences in the event of another major wind event that would damage major sections of lattice fencing. We would simply not put up what has fallen and remove the rest (this would not include those fences on the Highway Drive side or South Dr.). This will open up possibility for planting in some of those areas.
- The Tree Contractor has assessed the damaged/dead trees that need to be removed and/or trimmed at an estimated cost of \$5,000.00. This is part of the budgeted activity for the year.
- The topic of providing a couple of centralized community commuter bike racks has been broached by a couple of owners. These bike racks would be in areas central to those owners who would use bikes as a major mode of transportation to get back and forth to work (not for owners to store their recreational bikes). A review of relevant rules and a survey would precede any changes.
- Sentricon Baiting Station Inspection to start October 1st.

## Committee Reports

- Finance: July, August Financials Approved
- Social: Christmas Social set for Sunday, December 16. Details to follow
- Permits:
  - Denied: Remove a tree near Unit 903
  - Approved: Remove a tree by 3514, part of planned tree removal
  - Approved: Replace plants by 1702, at owner's expense
- Green: J. Calmes now chair. Take Bike, fence actions

## **Executive Session**

At 7:41, the Board entered Executive Session to discuss legal matters.

At 7:53, the Board exited Executive Session.

## **Old Business**

Minutes from July, August approved.

## **New Business**

Board approved studying accommodating commuter bikes.

## **Adjournment**

Minutes adjourned at 8:11 p.m.

## Minutes Tracking

Meeting	Date	Submitted	Approved	Notes
1	07/02/18	08/24/18	09/26/18	
2	08/22/18	09/23/18	09/26/18	
3	09/26/18	09/27/18	09/28/18	