

AUDUBON TRACE CONDO ASSOCIATION

MINUTES: June 24, 2019

Where: 304 Audubon Trace, Jefferson La 70121

Present: Sawese Bugbee Jason Calmes, Al Lafaye, Teva Ostarly, Marcy Planer, Pat Traina. Also present were Tim Munch and Jeff Adams, Property Management. Jason Calmes had Stephanie Prunty's proxy.

At 6:30 p.m. Jason Calmes called the meeting to order.

Tim Munch gave the property management report. A copy of that report is attached to the minutes.

Discussion of issues going into the next Board session including roof replacement, website updates, and gate code change, and ongoing change of bookkeeper.

Committee Reports:

Finance: The 2019-2020 Budget was discussed, as amended following the June 19th meeting. Pat Traina moved to accept the budget, Sawese Bugbee seconded, and the motion passed unanimously.

Permit and Architecture Committee Report: ?

Social Committee Report: No report as next event has not been scheduled.

Legal: Pat Traina made a motion to go into Executive Session. Al Lafaye seconded the motion. Motion was unanimously approved. Pat Traina made a motion to go out of Executive Session. Teva Ostarly seconded the motion. Motion was unanimously approved

Old Business: None

New business:

Virtual Meeting Policy drafted by Jason Calmes and Sawese Bugbee was discussed. Teva Ostarly made a motion to pass the policy, Pat Traina seconded, and the motion passed unanimously.

Perimeter fencing was discussed. Jason Calmes presented a plan and costs of replace South perimeter fencing with metal fencing similar to around pools keeping the existing brick structures in place, adding landscaping when appropriate. Additionally, the perimeter fencing along the East side of the property with appropriate landscaping. Neither effort will affect unit fencing that is not part of the perimeter fencing. The replacements will lower overall annual costs for maintaining the perimeter, improve aesthetics, and lower the demands on AT employees. Pat Traina moved to pass the plan, Teva Ostarly seconded, and the motion passed unanimously.

There being no further business the meeting was adjourned.

Jason Calmes

President (Secretary was absent)

Property Manager Report for June

- Carpentry and Painting continue on Building 9 and 10.
- Building 25 is next for refurbishment.
- Front and Back Driveway gardens were replanted with summer plants.
- Street Light timers reset to accommodate longer hours of date light.
- Information Sheets placed on 237 unit doors to allow owners to update contact information.
- Got bid from Authument Iron Works, Inc for South Drive Lattice Fence replacement with Iron Fencing.
- Automatic Gate signs installed on South Drive Gates as reminder to owners that gate is on timer.
- Jefferson Parish Water Dept. installed new wireless water meter on front drive.
- I believe Entergy has completed wireless meter head exchange, so as to be able to remotely read electric meters.
- Installed 12 new plants along Riverdale fence line as replacement for Lattice Fencing.
- Refined drainage trenches behind building 19 and 38 to allow for better drainage of ponding areas.