

Audubon Trace Condominium Association, Inc.

Minutes of the Board of Directors held on September 25, 2019

Board Members Present:

- Sawese Bugbee, Barbara Dunbar, Al Lafgaye, Teva Ostarly, Marcy Planer, Stephanie Prunty, Pat Traina

Management Present:

- Tim Munch, Jeff Adams

Call to Order:

- Marcy Planer called the meeting to order at 6:30 PM

Management Report:

- Tim Much gave a report on work and repairs that have been completed to date, and on work that is currently in progress on individual units and the common elements in general.
(Refer to the attachment for the complete report.)

Committee Reports:

Permits:

- The request by the owner to extend the patio fence at Unit 2811 was discussed, and it was approved based on the assurance that the work would be done according to ATCA specifications and at the owner's expense.

Sawese Bugbee moved, Stephanie Prunty seconded, and the motion passed unanimously.

Communication Committee:

- Barbara Dunbar reported that due to schedule conflicts, the second communication Committee was not scheduled to meet again until September 30. Once again, owners are reminded that they should contact the office regarding their preferred method of communication, and to ensure that their contact information is correct.

Old Business:

- The board discussed an email received by Jason Calmes regarding his parking issues during roof repairs. The board is hereby reminding all owners that there are absolutely no designated parking spaces other than for units that have garages and for units that have driveways with exclusive designated parking. Mr. Calmes will receive a letter from the board regarding this matter.
- The board continued the discussion from the previous meeting regarding legal fees, and a potential fee assessment resulting from the dispute with Gina Cortez and Harold Kokes. At this time, the decision was made to table the matter.

New Business:

- Marcy Planer and Stephanie Prunty reported that the September Gazebo meeting was well attended, and that owners concerns were appreciated and addressed at the time when possible, and/or would be addressed as requested on the appropriate forms that were made available to them at the meeting. Owners will be notified in a timely manner regarding the date of the November Gazebo meeting.
- The fence between the condos and Ville St. Marie was discussed and it was determined that management would contact code enforcement regarding Ville St. Marie's negligence in replacing their fencing after Katrina. Meanwhile, in the interest of safety, we cannot remove and replace our existing fence until they replace theirs.
- The trees between bldg. 37 and 38 were discussed based on owners requests that they be trimmed or possibly removed. It was determined that the owners in question should submit a request to this effect to the Landscape Committee.

Meeting Adjourned:

- Sawese Bugbee moved, Teva Ostarly seconded that the meeting be adjourned at 8:30 PM

The next board meeting is scheduled on Wed. Oct. 30 at 6:30 PM

Property Manager Report for September 2019

- Pressure washing of building 3 is complete.
- Carpentry work on building 25 is complete.
- Unit 2501 and 2503 will have front porch replacement.
- Trimming of Shrubbery is about 75% complete.
- EMSCO will start street repairs on Oct.14 (weather permitting).
- Removal of damaged trees continues due to problems with tree contractor's equipment.
- Once the tree contractor is finished, we will schedule removal of tree stumps.
- Front drive camera had to be replaced due to electrical surge.
- Automatic rear gate timer was replaced due to electrical surge.
- J. & J. Exterminating has completed termite bait station inspection – no active termites found.