

Audubon Trace Condominium Association

Board of Directors Meeting, September 2nd, 2020

Board Members Present:

- Stephanie Prunty, Barbara Dunbar, Felicia Hardesty, Becky Vidrine, Sue Pettigrew, Pat Traina, Al Lafaye

Management Present:

- Tim Munch, Jeff Adams

Call to Order:

- Stephanie Prunty called the meeting to order at 6:35pm.
- Barbara Dunbar led the Serenity Prayer.

Management Report:

- Tim Munch presented a property management report, which includes work accomplished, and works in process.

(Refer to attachment for a complete report).

Committee Reports:

Finance:

- Discussion of Profit and Loss Budget vs. Actual for July 2020

Permits:

- The owner of unit 406 requested permission to route two Freon lines from the attic to the compressor on the outside wall of the unit. The request was denied by the permits committee and denied by the Board by a vote of 5-2. The permits committee denied the request stating that the Freon lines can be repaired from inside the unit and that the proposed Freon lines would become a permanent attachment to the exterior wall thereby making the lines part of the common element and the financial responsibility of the Association.
- The owner of unit 2004 requested a handicap space and a sidewalk paved in the lawn adjacent to the handicap parking space. The Board unanimously approved the handicap parking space (owner has a LA handicap license) and denied the request for an additional sidewalk.
- The owner of unit 2801 requested removal of a Japanese plum (loquat) tree near the HVAC unit citing ants lodging inside of the compressor causing damage. Exterminators have identified the fruit tree as the source of the ant infestation. Request to remove the tree at the owner's expense was unanimously approved by the Board.

- The owner of unit 2406 requested stepping-stones be placed in the common area next to the unit. The request was unanimously denied due to liability concerns.
- The owner of unit 1602 requested removal of a crape myrtle tree in front of the unit. The request was unanimously denied.

Legal:

- Nothing to report.

Social/Welcome:

- Welcome packets were distributed to eight new owners.
- Discussion for a possible holiday event in December is ongoing pending future COVID regulations.

Communication:

- A ZOOM meeting with held on August 18th, 2020. Barbara and Becky presented an information request form to be distributed to all owners. The Board unanimously approved the form.
- Tim provided the committee with a survey regarding parking and trees in AT which will be delivered with the information request form.

Landscape:

- A ZOOM meeting is in the works for the committee. Felicia walked the property with licensed landscape horticulturalist and master gardener, Tammany Baumgarten. Felicia presented the Board with a detailed list of recommendations and general landscaping information. The committee will work with the Board, Tim and our current landscapers on the recommendations.

Old Business:

- A request was made by the owner of unit 3723 to replace the wooden stairs leading to the unit due to rotted wood. A structural engineer firm offered a cost prohibitive fee for consultation on the stairs for the 10 buildings in question. Due to safety concerns, the Board asked management for a certification from the construction contractors who have inspected the stairs stating that the stairs are sound. The replacement of the stairs of the 10 big buildings will be incorporated into our reserve budget for future years and will be addressed as needed for their proper repair and replacement.
- Our neighbors on Highway Drive have asked that a pecan tree be removed behind Building 31. The owner of unit 3101 does not want the tree removed. The Board requested that Tim advise the neighbors on Highway Drive to trim any branches of the tree that hangs over their property, and that they provide an arborist report stating the tree is a danger to their property.

New Business:

- A date will be discussed for the next gazebo meeting at the September 30th board meeting. If a meeting is permitted as per COVID restrictions, the ATCA website will post date, location and time and management will be asked to send timely reminders to owners.
- Tim will send an email reminding owners that the pool is open only to residents and owners due to COVID restrictions. Family members not residing in AT are not allowed in the pools at this time.
- Both sides of the South Drive gate will close when we enter Phase 3 of COVID restrictions and regulations.
- **The next Board meeting is Wednesday, September 30th, 2020.**

Adjournment:

- Al Lafaye moved, Pat Traina seconded, and the meeting was adjourned at 8:35pm.

Property Manager Report – August 2020

- Building 6 cleaning complete, carpentry and painting continues.
- Building 12 is next.
- I have contacted Carubba Engineering Inc. to get pricing to do a Structure Only inspection on the 20 sets of steps on the 3 story building steps and provide a report on the wooden step's structural integrity (the price is \$5,000.00).
- I am working on bids for trimming from Mullins Landscape, Louisiana Landscape and GreenLeaf. I have not gotten any bids back as of this report.
- Painting on North Drive continues (weather permitting).
- Authements Iron Works, Inc. started Iron Fence Repairs on Tuesday, Sept. 1.
- The association's website was compromised (hacked) by a company posing as "Canada Pharmacy". Our IT provider was able to take the site back over without any loose of data.
- The broken water line by unit 2923 has been temporarily repaired. Water service line replacement will require (new copper pipe) removal/replacement of concrete walkway.
- Severe weather from Marco and Laura did not cause any damage to the property.
- A neighbor on Highway Dr. (behind bldg. 31) emailed the Association on August 10th, requesting that the Pecan Tree, behind unit 3101 be removed. Cost to remove the tree is \$3,200.00.
- The trimming of the shrubbery is complete except for a couple of items on the punch list. If there is something that the trimmers missed, please notify my office.