

AUDUBON TRACE CONDOMINIUM ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS

Wednesday, July 7, 2021

First Meeting of the Fiscal Year 2021-2020

Meeting called to order by Barbara Dunbar at 6:30 pm in Unit 701.

Board members present: Barbara Dunbar, Felicia Hardesty, Al Lafaye, Sue Pettigrew, Stephanie Prunty, Pat Traina, and Pat Williamson

Management present: None

1. Barbara Dunbar moved to approve the minutes from the June 8th, 2021, meeting. Approved 6 - 0. Pat Williamson abstained as the new member on the board.

2. Barbara Dunbar welcomes Pat Williamson as the new member of the board.

3. **ELECTION OF OFFICERS -**
 - a. **Secretary -**
Stephanie Prunty moved to elect Pat Williamson; Al Lafaye seconded.
There were no other nominations.
Pat Williamson was elected by a vote of 7 - 0.
 - b. **President -**
Pat Traina moved to elect Al Lafaye; Stephanie Prunty seconded.
There were no other nominations.
Al Lafaye elected by a vote of 7 - 0.
 - c. **Vice-President -**
Stephanie Prunty moved; Al Lafaye seconded to elect Pat Traina as Vice-President.
There were no other nominations.
Pat Traina elected by a vote of 7 - 0.
 - d. **Treasurer -**
Al Lafaye moved to elect Stephanie Prunty; Pat Williamson seconded.
There were no other nominations.
Stephanie Prunty elected by a vote of 7 - 0.

4. ONE-YEAR TERM -

- a. Stephanie moves to elect Al Lafaye. Al Lafaye agrees.

5. RESOLUTION FOR AUTHORITY TO SIGN CHECKS -

- a. Stephanie Prunty moved; and Al Lafaye seconded to adopt a formal resolution to amend the bank card to show the newly elected President, Vice President, and Treasurer to have the authority to sign checks.
- b. Motion passed by a vote of 7 - 0.

6. ESTABLISH COMMITTEES -

- a. **Permits** - Al Lafaye to chair.
- b. **Landscaping** - no board member volunteered. Board will ask Tim to send out an email requesting volunteers.
- c. **Social Welcome** - Pat Traina to chair. Pat Williamson and Stephanie Prunty volunteered to help.
- d. **Communications/Web Site** - No one volunteered to chair this committee. Barbara Dunbar to send out sympathy cards to family of owners who pass away. Contact information for all board members will be put on the website. Sue Marchal will be asked to continue to oversee web site on a volunteer basis.
- e. **Budget** - Committee to be formed when it is time to prepare a budget.
- f. **Legal Liaison** - Pat Traina to remain as the legal liaison to the board.

7. ANNUAL REPORT -

- a. Stephanie Prunty noted that Audubon Trace was in default with the secretary of state as the annual report was not filed in 2019-20 or 2020-21.
- b. Stephanie Prunty and Tim Munch will file as soon as possible.

8. FINES, PENALTIES -

- a. Stephanie Prunty moved to roll over the same fines from last year.
- b. Al Lafaye seconded the motion.
- c. Motion passes with a vote of 7 - 0.

9. FUTURE MEETINGS -

- a. Board discusses having meetings on the last Wednesday of every month.
- b. Board agrees on a vote of 7 - 0.
- c. Next meeting scheduled for July 28, 2021.

10. CODE OF CONDUCT AND CONFLICT OF INTEREST FORMS PASSED OUT.

- a. Board to sign and return to Tim Munch as soon as possible.

11. GAZEBO MEETINGS

- a. Board discusses continuing the quarterly gazebo meetings.
- b. Stephanie Prunty moved; Barbara Dunbar seconded motion to continue the meetings.
- c. Motion passes on a vote of 7 - 0.

12. OLD BUSINESS -

- a. Board agreed to contact attorney about sending a "cease and desist" letter to an owner who has harassed the board.

13. NEW BUSINESS

- a. Board discussed Matt Rogers' (AT CPA) request to be permitted to restart the audit which was put on hold by the previous treasurer through the end of June to allow time for additional clean up of accounts receivable.

Stephanie moved to pass a resolution to permit Matt Rogers to complete the audit.

Al Lafaye seconded the motion.

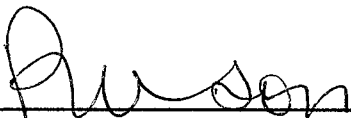
Motion Passes on a vote of 7 - 0.

- b. Board discussed researching lawyers that specialize in condominium/HOA law.

14. ADJOIN -

- a. Stephanie Prunty moved; Al Lafaye seconded the motion to adjoin the meeting.
- b. Motion passes on a vote of 7 - 0.
- c. Meeting adjoined.

Submitted for publication on the 14 day of July, 2021.



Pat Williamson, Board Secretary

Unit 604