

AUDUBON TRACE CONDO ASSOCIATION

MINUTES: February 18, 2019

Where: 2704 Audubon Trace, Jefferson, La 70121

Present: Jason Calmes, Al Lafaye, Teva Ostarly, Pat Traina, Stephanie Prunty. Also present was Tim

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.

Committee Reports:

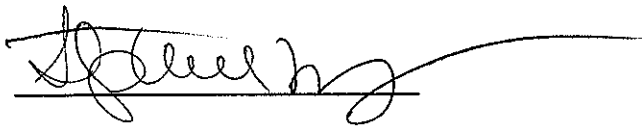
Finance: Finance: The treasurer presented the financials as of October 31, 2018. The financial statements were reviewed by the board and were unanimously approved as presented.

Permit and Architecture Committee Report:

A request was received from unit 902 for a street light repair. This request was withdrawn and resubmitted properly as a work order to management. No action was taken on this request. Management will repair the street light.

Social Committee Report: None

There being no further business the meeting was adjourned.

A handwritten signature in black ink, appearing to read 'Stephanie Prunty', written over a horizontal line. The signature is cursive and extends to the right with a long, sweeping tail.

Stephanie Prunty

Secretary

January 2019 - Property Manager Report

- Front Drive Street repairs have started. Owners should use front drive as entrance only (to avoid two way traffic with single lane). South Dr. should be used as exit and entrance. Gates will remain open 24/7.
- Painting is complete on bldg. 36.
- Painting has started on bldg. 37.
- Carpentry work in progress on bldg. 37.
- Broken water line on bldg. 38 repaired (line broken by tree roots).