

Audubon Trace Condominium Association

Minutes

Monday May 20, 2019

Place: 2704 Audubon Trace, Jefferson, La 70121

Present: Jason Calmes, Al Lafaye, Pat Traina, Teva Ostarly, Sawese Bugbee, Marcy Planer and Stephanie Prunty; Staff present: Tim Munch and Jeff Adams

Jason Calmes called the meeting to order at 6:40 pm.

Tim Munch gave the Property Manager Report, a copy of which is attached.

Roof replacement has started on Building 34. Building 34 has the oldest roof of the complex. Building 35 will be next. The roof replacement project has begun as requested by insurance underwriters. This will be a multi-year project.

Discussion took place about signage for the rear gate. Signage will address proper use of the rear gate. The rear gate is exit only when completely closed.

Discussion also took place about perimeter fencing particularly on the east side of the property. That fence is on a servitude owned by the Parish. Discussion took place about other options for replacement that will be less expensive, easier to maintain and provide a more attractive environment. The fence is broken by building 12 and will be used as a test case to see what works best.

Committee Reports:

1. Permits: A request was received from unit 2102 to replace a Queen Palm outside of his patio area that died from the freeze. That palm was put in and paid for at the request of the previous owner. Additionally, he requested that the palms by the south pool area that died from lightning strike also be replaced. After discussion, the board unanimously agreed to approve the queen palm replacement request but at owner's expense. The request to replace the other palms near the pool area was denied. The unit owner also requested that he be allowed to create a garden area outside of his rear patio in the common area. The board took no action on this request and asked unit owner to coordinate this request with the Property Manager to determine scope, maintenance and costs issues.

2. Budget and finance: Teva Ostarly presented the proposed budget for the year ending 06/30/2020 and the reserve budget for the same period. Teva took questions about particular cost line items. The proposed budget includes no increase in dues for this period. The board agreed to submit the proposed budget to the membership for review prior to the open meeting. Teva Ostarly also provided the profit and loss statement for the period ending June 30, 2018 that was submitted for the purpose of posting to the website. Marcy Planer made a motion to post the June 30, 2018 financials. Pat Traina seconded this motion. Motion unanimously passed

New Business:

Election Schedule was adopted. Request for Candidates will go out on Wednesday, May 22, 2019 and forms must be submitted by close of business Wednesday May 29, 2019. The meet the candidates meeting will be Wednesday June 12, 2019. Voting begins on June 5, 2019 and will end by close of business June 19, 2019.

Al Lafaye made a motion to go into executive session. Sawese Bugbee seconded that motion. Motion Unanimously passed.

Board unanimously agreed to come out of executive session.

With no further business to discuss, Sawese Bugbee made a motion to adjourn. Pat Traina seconded the motion. The meeting was adjourned.

Respectfully submitted,



Stephanie Prunty

Secretary

Property Manager Report for May

- Cleaning of Building 9 and 10 is complete.
- Carpentry work and Painting is in progress.
- Roof replacement project has started on building 34 as per our Insurance Underwriters.
- Summer planting of front and rear driveway gardens should be completed in two weeks.
- Spring trimming of all shrubbery is about halfway complete. Project (weather permitting) should be completed in June.
- Rear South Dr. gate have been reset to close at 10:00 Monday through Friday and remain closed for the weekend. WHEN EXITING GATE YOU MUST ENTER CODE TO RESET GATE CLOSER TIMER.