

**AUDUBON TRACE CONDOMINIUM ASSOCIATION, INC.
AGENDA OF THE BOARD OF DIRECTORS**

NOVEMBER 20, 2023

SPECIAL MEETING OF ATCA BOARD OF DIRECTORS

Location: 2704 Audubon Trace

I. Meeting called to order by _____ at _____ p.m.

Board Members Present:

II. Topics for Discussion and Action –

1. Acceptance of resignations from Marcy Planer and Tina Jumonville.
2. Potential Board Candidates – Becky Wollman and Jason Calmes
3. Pro Bono contract with Marcy Planer
4. Set date for next Board meeting.

III. Adjournment

Next meeting date: December 6, 2023

AUDUBON TRACE CONDOMINIUM ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTORS
Monday, November 20, 2023

6th Meeting of the Fiscal Year 2023 – 2024

SPECIAL MEETING

Board members present: Stephanie Prunty, Donna Bourg, Gary Vincent, and Sawese Bugbee.

- I. **Call to Order** – Donna Bourg called the meeting to order at 6:02pm at Unit 2704 Audubon Trace.

- II. **Topics for Discussion and Action** –
 1. **Acceptance of resignations from Marcy Planer and Tina Jumonville** – Gary Vincent moved to accept the resignations from Marcy Planer and Tina Jumonville. Stephanie Prunty seconded the motion. Unanimously approved. Board approved to send an official thank you to both Marcy Planer and Tina Jumonville thanking them for their service on the board.

 2. **Potential Board Candidate Discussion** – Becky Wollman and Jason Calmes submitted their applications in response to the Board's request to fill the position vacated by Pat Traina. However, with the resignations of Tina Jumonville and Marcy Planer, there are now 3 open positions. Since both Becky and Jason met the requirements to serve on the Board, Gary Vincent moved to appoint both to fill 2 of the 3 open positions. Stephanie Prunty seconded, and the motion passed. Further discussion to fill the remaining open position was tabled till the next Board meeting.

 3. **Pro Bono Contract for Marcy Planer to Complete Lien Process already in progress.** Marcy Planer has offered to complete the work she started on a Pro Bono basis. This will be under contract for the duration of her Board term which ends June 30, 2023. Stephanie moved to execute a contract with Marcy Planer to complete legal files she has open. Gary Vincent seconded the motion. Unanimously approved.

 4. **Set Date for Next Board Meeting** – next meeting is scheduled for **December 6, 2023**. The November 28 Open meeting has been rescheduled to **January 24, 2024**, at the Jefferson Parish Senior Center.

Next meeting date: **December 6, 2023**.

Sawese Bugbee

(Electronically signed)
Sawese Bugbee, Board Secretary
Unit 207