

AUDUBON TRACE BOARD MEETING AGENDA

Date: WEDNESDAY APRIL 30, 2025

PLACE: UNIT 2701 5:30 P.M.

AGENDA

1 PROPERTY MANAGER REPORT

3 COMMITTEE REPORTS

TREASURER/BUDGET
ARCHITECT /PERMITS
LEGAL
SOCIAL
STRATEGIC PLANNING
GOVERNANCE

4 OLD BUSINESS

BUILDING 9
MARCH MINUTES APPROVAL

5 NEW BUSINESS

BOARD EMAILS
GUTTERS
LEGAL UNIT 1904
ELECTION
OPEN MEETING
AUDIT STATUS

6 NEXT MEETING

PLACE OF MEETING

7 ADJOURNMENT

AUDUBON TRACE CONDOMINIUM ASSOCIATION INC

MINUTES OF THE BOARD OF DIRECTORS

WEDNESDAY APRIL 30, 2025

11TH MEETING OF THE FISCAL YEAR 2024-2025

LOCATION :2701 AUDUBON TRACE

Board Members Present: Gary Vincent, Teva Ostarly, Jason Calmes, Stephanie Prunty, Chris Sherwood, Becky Wollman and Sawese Bugbee.

Management Present: Tim Munch Property Manager.

The meeting began at 5:30 p.m.

Property Management Report: The report is attached. The annual trimming is two thirds complete. Owners are requested to send any unaddressed issues to the Property manager. Concrete work will begin this summer. It will address the last of the sidewalk work needed to make walkways handicap compliant. Gutter fascia work is ongoing. Work remains to be done on 17 buildings.

Committee Reports:

Treasurer: Jason Calmes reported that the budget committee has met to work on the budget for the upcoming 2025-2026 fiscal year. The financials for the period July 2024-March 2025 will be presented and approved at the May 2025 Board meeting. A review of accounts receivable for dues reflects that 5 units are in arrears of \$1000 or more as of April 30, 2025. Owners have been notified of their missed payments.

The units in arrears comprise:

\$38784.38- this unit is in succession proceedings, a lien is in place and the unit is on the market for sale. Payment will be made from the act of sale proceeds.

\$3281.63 Working with the owner prior to placement of lien.

\$3180.65 Working with the owner prior to placement of lien.

\$1372.63 Recent succession and working with the heirs.

\$1314.00 (with collection attorney- balance after payment of large amount due)

Stephanie Prunty

Board Secretary Page 1 of 3

Architecture/Permits: None.

Legal: Chris Sherwood made a motion to go into Executive Session at 5:59 p.m. to discuss ongoing legal issues. Gary Vincent seconded. Motion carried.

Chris Sherwood made a motion to leave Executive Session at 6:29 pm. Gary Vincent seconded. Motion carried.

Chris Sherwood made a motion to approve a mutual release to resolve legal issue with unit 1904. Jason Calmes seconded the motion. The motion passed unanimously.

Social/Welcome: Sawese Bugbee reported that she will get a list of new owners from the Property Manager and send them their welcome packet.

Strategic Planning: Becky Wollman gave an update on Strategic Planning. She had a meeting on Monday April 28th, 2025. Discussion focused mostly on staffing issues and future property management needs. The committee recommends that the next board invite Bill Soniat, who is retired from his Property Management Company, to their meeting to inquire about operational issues with a Property Management Company.

Governance: Property Manager will get a list from our CPA regarding units that had not voted on the proposed governance changes. He will attempt to get those owners to at least cast a vote.

New Business:

Board Email Update: Unit 2206 has made a request to waive late fees assessed on their unpaid insurance and hurricane assessments. Jason Calmes made a motion to deny. Chris Sherwood seconded the motion. Motion carried unanimously.

The election notice and schedule will be emailed to owners on April 30, 2025. Property Manager will look for available dates in early June for the next open meeting and budget presentation.

Stephanie Prunty

Board Secretary Page 2 of 3

Next Meeting: Wednesday: May 28 ,2025 at 2704 Audubon Trace at 5:30 p.m.

Chris Sherwood made a motion to adjourn. Teva Ostarly seconded the motion. The meeting adjourned at 7: 15 p.m.

Stephanie Prunty

Board Secretary Page 3 of 3

Property Manager Report – April 30, 2025

- Property wide Trimming continues. If you have shrubby that has not been trimmed, please call the office so that we can schedule the trimmers to address your request.
- EMSCO has submitted their bid to do the next level of street/sidewalk work. We are reviewing it to see which projects we want to do next.
- The Board has also asked to get cost to have a Landscape Architect draw up a Landscape Blueprint for relandscaping the entire property.
- We are pricing the cost and timeline for 24 mailboxes replacement.
- We are pricing the cost and timeline for replacing our 40 year-old exterior main breakers.
- New Pool Lounge Chairs have been ordered (18 for each pool). They should be delivered in a couple of weeks.
- Crescent City Cutters will be replanting the South Drive gardens with Summer Plantings.
- Gutter facia work ongoing.
- Ongoing owner workorders continue to be address, if you have a workorder request send it to the management office.