

AUDUBON TRACE      AGENDA  
Monday May 4, 2026

LOCATION:              UNIT 2704  
TIME:                  5:30 P.M.

AGENDA

1 PROPERTY MANAGEMENT REPORT

2 COMMITTEE REPORTS

TREASURER/ BUDGET	JASON CALMES
ARCHITECT/PERMITS	TEVA OSTARLY
LEGAL	CHRIS SHERWOOD
SOCIAL	TEVA OSTARLY
STRATEGIC PLANNING	CHRIS SHERWOOD

GOVERNANCE

3 OLD BUSINESS

A	APPROVAL MARCH 19 MINUTES
B	FORECLOSURE UNIT 2503
C	NOISE ISSUE UNIT 3021

4 NEW BUSINESS

A	OWNER EMAILS
B	ELECTION PROCESS AND DATES
C	BUDGET
D	ANNUAL MEETING
E	BIG 10 STAIR REPORT

4 NEXT MEETING DATE AND PLACE

5 ADJOURN

**AUDUBON TRACE CONDOMINIUM ASSOCIATION INC.**

**MINUTES OF THE BOARD OF DIRECTORS**

**Monday May 4, 2026**

**9th Meeting of the Fiscal Year 2025-2026**

**Location: 2704 Audubon Trace 5:30 p.m.**

Board Members Present: Jason Calmes, Chris Sherwood, Stephanie Prunty , Gary Vincent, Devin George, and Teva Ostarly.

Management Present: Tim Munch Property Manager, Jeff Adams Asst. Property Manager

Gary Vincent called the meeting to order at 5:30 p.m.

**Property Manager Report:** Tim Munch gave the Managers Report (which is attached).

**Treasurer Report and Budget Report:** Jason Calmes stated that he will prepare a draft budget to share with the Board after the budget committee meets this month. No increase in HOA fees is anticipated.

**Architect/Permits:** None.

**Legal:** Chris Sherwood made a motion to go into executive session. Teva Ostarly seconded the motion. Executive Session began at 5:45 p.m.; Gary Vincent made a motion to come out of Executive Session. Chris Sherwood seconded the motion. Executive Session ended at 5:55pm. The topic was a status update on ongoing legal matters.

Jason Calmes made a motion to notify unit owner 2503 that per policy the water will be cut off unless Management receives a credible plan to pay outstanding HOA fees by May 8, 2026. Gary Vincent seconded the motion. The motion passed unanimously.

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Stephanie Prunty Board Secretary

Chris Sherwood made a motion to terminate any legal / work relationship with Julie White. Gary Vincent seconded the motion. Motion passed unanimously.

**Social:** Nothing to report.

**Strategic Planning:** Chris Sherwood stated that work continues on the EV policy and future property management options.

**Governance:** No update

**Old Business:**

**Minutes Approval:** Gary Vincent made a motion to approve the minutes of the March 19, 2026, board meeting subject to any revisions. Revisions are to be received by May 8, 2026. Chris Sherwood seconded the motion. Motion passed.

**Noise issue with Unit 3021 and 3011:** Both units are for sale. No action is required. The board has reiterated their offer to address the issue.

**New Business:**

**Owner Emails:** None

**Elections:** Election packets have been sent to owners. Owners Interested in running for the Board have until Wednesday May 6, 2026, to submit their application.

**Annual Meeting:** Proposed date is June 10, 2026, subject to availability

**Big Ten Stairs Maintenance Report:** Property Manager will address any issues in the inspection report.

**Next Board meeting: May 27, 2026, at 5:30 p.m. unit 2701**

Chris Sherwood made a motion to adjourn. Teva Ostarly seconded the motion. The meeting adjourned at 6:40 p.m.

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Stephanie Prunty Board Secretary

## Property Manager Report – May 4, 2026

- North Pool Pump leak repaired.
- 4 LED Street light poles/fixtures have been delivered.  
Contractor is working on estimate for light pole stanchions.
- South Drive gardens have been replanted.
- Inspected and repaired dryer vent covers.
- Bldg. 35 Lattice Fence repairs completed.