

AUDUBON TRACE AGENDA
Wednesday May 27, 2026

LOCATION: UNIT 2701
TIME: 5:30 P.M.

AGENDA

1 PROPERTY MANAGEMENT REPORT

2 COMMITTEE REPORTS

3 TREASURER/ BUDGET JASON CALMES

4 ARCHITECT/PERMITS TEVA OSTARLY

5 LEGAL CHRIS SHERWOOD

6 SOCIAL TEVA OSTARLY

7 STRATEGIC PLANNING CHRIS SHERWOOD

8 GOVERNANCE

9 OLD BUSINESS

A APPROVE 1 MINUTES 4-May-26

10 NEW BUSINESS

A OWNER EMAILS

B BUDGET

C ANNUAL MEETING

11 NEXT MEETING DATE AND PLACE

ADJOURN

AUDUBON TRACE CONDOMINIUM ASSOCIATION INC.

MINUTES OF THE BOARD OF DIRECTORS

Monday Wednesday May 27, 2026

10th Meeting of the Fiscal Year 2025-2026

Location: 2701 Audubon Trace 5:30 p.m.

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

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

Gary Vincent called the meeting to order at 5:35 p.m.

Property Manager Report: Tim Munch gave the Managers Report (which is attached). He also reported that the room for the annual meeting has been reserved and that the pool pumps for both the North and South pools are being replaced.

Treasurer Report and Budget Report: No report.

Architect/Permits: No report.

Legal: Chris Sherwood made a motion to go into executive session. Gary Vincent seconded the motion. Executive Session began at 5:40p.m.; Gary Vincent made a motion to come out of Executive Session. Chris Sherwood seconded the motion. Executive Session ended at 5:45pm. The topic was a status update on ongoing legal matters.

Social: No report

Strategic Planning: Chris Sherwood stated that the work of the committee will continue and that a meeting will be scheduled after the new fiscal year begins in July of 2026

Governance: No report.

Old Business:

Minutes Approval: Gary Vincent made a motion to approve the minutes of May 4, 2026 board meeting subject to any revisions. Revisions are to be received by May 29, 2026. Stephanie Prunty seconded the motion. Motion passed unanimously.

New Business:

Owner Emails: None

Annual Meeting: Annual Meeting will be June 10, 2026, at 6:30pm at the Senior Center on Jefferson Highway.

Budget: Jason Calmes did a presentation on the reserve budget to the Board. It presented future needs of the Association matched with cash flow requirements. Jason Calmes made a motion to present this budget to the owners at the annual meeting on June 10th. Teva Ostarly seconded the motion. The motion passed unanimously.

Next Board meeting: June 10, 2026, at unit 2704 following the open meeting. This meeting will be a vote to approve the annual budget for fiscal year 2026-2027. The next board meeting will be July 6, 2026, which will be the first meeting of the new fiscal year.

Teva Ostarly made a motion to adjourn. Stephanie Prunty seconded the motion. The meeting adjourned at 6:30 p.m.

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Stephanie Prunty Board Secretary

Property Manager Report - May 27, 2026

- Both the North and South Pool Pumps are scheduled to be replaced. The South Pool is not currently circulating due to broken pump.
- Semi-Annual Property Wide Shrubbery Trimming to start on Monday June 1, 2026 (weather permitting).
- Call 1 has been on site to mark utilities at those locations where Emergency Lighting will be installed.
- Fence Removal Contractor has been contacted to provide estimate to have all wooden lattice fence post removed along South Dr. in preparation for installation of decorative block wall.
- Association has acquired a new "115% Margin Clause Policy" to comply with new Federal Loan Guidelines for property value loss payments on property policy. Annual Cost is \$5,242.50.
- The three story steps will be pressure washed and sealed in the upcoming weeks (weather permitting).