

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

Monday, September 14, 2009
Fourth Meeting of Fiscal Year 2009-2010

Meeting called to order by Board President Stephanie Prunty at 6:40 pm at Unit 2704

Board members present: Sara Bugbee
Linda Harang
Roma Gibson-King
Al Lafaye
Patsy Phipps
Stephanie Prunty
Lenny Simmons [arrived @ 7:15 pm]

Staff present: Tim Munch, Property Manager
Jeff Adams, Asst. Property Manager

1. MANAGER REPORT

A. Parking lot striping –

- work complete

B. Proposal for street caulking –

- EMSCO bid of \$6,500 received, accepted
- contractor waiting for better weather to begin

C. Building 1 and 2 parking lot –

- Lenny Simmons to call meeting with owners of Buildings 1 and 2 to discuss problem and possible solutions

D. Status of audit reports –

- auditor reports that 2006-2007 audit report is in draft stage
- 2007-2008 audit expected within 30 days after completion of 06-07 audit

E. Building maintenance status –

- now working on Building 32 and 40 (office); Building 33 next

F. Continuing problem with dumpster –

- Manager reports that owners are still using dumpster for garbage; video cameras show owners throwing garbage bags over fence, into dumpster
- problem occurs almost exclusively on weekends
- owners throwing garbage into dumpster creates cleanup and odor problem for staff, especially on Monday mornings
- Board re-affirmed policy that the dumpster is for trash, and is not to be used for garbage disposal by owners at any time; dumpster is primarily for staff maintenance use and use by landscape contractor every week
- Manager suggested placing sign on dumpster – “Trash only – No garbage allowed”, Board agreed
- Board considered “chain and lock” on dumpster from Friday afternoon until Monday morning; decided to wait to see if sign and Tracer article solve problem
- Board agreed that an article reiterating policy will be in next Tracer; article will also advise that owners throwing garbage into dumpster will be fined \$25 for first offense, second offense will be fined in an amount to be determined by the Board (range of \$100 to \$200 suggested; no final decision made on amount); video cameras will be used to identify offenders

G. North Drive landscaping –

- first bid due this week; Manager will solicit bids from at least 2 other companies
- once bids, proposals are received, Planning Committee will meet to discuss and make recommendations to the Board for approval

2. COMMITTEE REPORTS –

A. Finance –

- no report; next financial report due for October meeting

B. Permits –

Unit 602 –

- owner requests permission to place “markers” in grass at street to protect new sod from trucks during unit renovation during next few months

- committee met to discuss request and recommends approval with limit of November 30, and markers to be placed when owner knows contractors will be present
- Board discussed request and committee recommendation
- Al Lafaye moved, Patsy Phipps seconded approval of committee recommendation with noted conditions
- motion passed by a vote of 5-0 [1 member absent for vote; 1 abstain]

Unit 602 –

- owner requests permission to install low-voltage “down lights” on inside of back patio
- committee met to discuss request and recommends approval
- Board discussed request and committee recommendation
- Al Lafaye moved, Sawese Bugbee seconded approval of committee recommendation
- motion passed by a vote of 6-0 [1 member abstain]

Unit 3624 –

- owner requests handicap parking space be created at sidewalk entrance nearest to her unit
- Manager reports that owner produced evidence of current Louisiana Handicap Parking Permit
- Board discussed request
- Linda Harang moved, Roma Gibson-King seconded approval of request
- motion passed by a vote of 7-0

Unit 3821 –

- owner reports continuing disturbances and outbursts in the parking lot outside her unit, coming from a nearby unit owner and her guest
- owner requests special video camera be placed near her building to “capture” and document these incidents
- Board discussed request and concerns over ATCA taking such action, when proper response to any such disturbance is for the owner to call “9-1-1” and make a formal complaint to JPSO deputies who respond to the call
- Linda Harang moved, Sawese Bugbee seconded denial of request
- motion passed by a vote of 7-0

C. Legal –

- No new matters to report
- D. Social –**
- next social event planned for September 25th
 - Christmas social set for Sunday December 6th
 - Board suggested possible “cold weather” event at Rock n’ Bowl; Patsy Phipps and Roma Gibson-King will take this idea to the committee for consideration

E. Long Range Planning –

- first committee meeting to be scheduled
- Lenny Simmons and Roma Gibson-King will meet with Tim to discuss preliminary list of projects

3. DECLARATION –

- ad hoc committee reported on outcome of meeting
- Linda Harang distributed revised Rationale document and proposed Ballot
- Board discussed revised draft and effort needed to get required owner approval
- Board discussed possible “roll out” plan for introducing proposed changes to owners
- Lenny Simmons moved, Roma Gibson-King seconded that Board proceed with presenting proposed Declaration changes to owners as final draft
- motion passed by a vote of 7-0
- Board decided that proposed changes will be formally presented to owners at October 20th Open Meeting, ATCA socials, and thereafter on ATCA web site, in the Tracer, and door-to-door
- Board decided to have ad hoc committee of Lenny Simmons, Stephanie Prunty, Linda Harang, Tim Munch ask some owners to “preview” of presentation that will be made at October 20th Open Meeting

4. NEXT MEETING –

- Board will meet on Tuesday October 20, 2009, at South Pool, starting at 6:30 pm, for first Open Meeting of fiscal year

5. ADJOURN –

- Lenny Simmons moved, Roma Gibson-King seconded that the meeting be adjourned; motion passed by a vote of 7-0
- meeting adjourned at 8:50 pm

Submitted for publication on the _____ day of _____, 2009.

Linda S. Harang, Board Secretary
Unit 602