

Pottsburg Crossing Condominium Association, Inc.
Board of Directors Meeting
March 20, 2013 6:30 p.m.
Pottsburg Crossing Pool Cabana

I. CALL TO ORDER

The meeting was called to order by Patty Johnson at 6:30 p.m. and a quorum was established.

II. COMMUNITY OPEN FORUM

No homeowners or residents shared any concerns.

III. ESTABLISHMENT OF QUORUM

Present were: Patty Johnson, Eden Martin, Lin White, and Ceil Patterson; Kathy Melton represented The CAM Team.

Homeowners present: Lori Linares (1301), Wes Fina (1401), and Lyn Newby (1004).

IV. APPROVAL OF MINUTES

A motion to approve the minutes from the November 2012 Budget Meeting was made by Ceil Patterson and seconded by Lin White. None opposed. Board approved.

V. FINANCIAL REPORT / MANAGEMENT REPORT

The February 2013 financials were e-mailed to the Board in advance of the meeting.

Operating Account balance as of February 28, 2013: \$ 96,833.02
Reserves Account balance as of February 28, 2013: \$469,956.49
(includes \$54,969.22 of operating funds)

A check was received from LM Funding (Unit 302) in the amount of \$7,890.44.

Collections Report was reviewed and updates provided. Actions taken under New Business.

Violations Report – since the November Budget Meeting there have been 9 first notices for garbage bag violations (803, 1303, 1801, 1802, 1901, 1902, 1903, 2002) and 1 second notice (1903); 2 notices for tree damage caused by children (1706 & 1902); 2 holiday decorations (1602 & 1802), 8 pet waste/no leash notices (806, 1902, 2102); 1 nuisance for caution tape being removed from playground (2104); 1 commercial vehicle & lease (602); 2 pool use/voting rights suspensions (802 & 1201)

Management Updates:

- Unit 2001 roof leak repaired - \$1,100.00
- Unit 2006 stucco repaired - \$2,140.00
- Front entrance pressure washed - \$100.00
- Three new owners – 103 (Zumot), 302 (Burbank) & 401 (Grigaltchik)

- 45 rentals (only 2 vacant) – 7 missing leases
- Fences in process of being pressure washed. Several homeowners contracted to have their driveways and patios done.
- Old playground has been removed. The new playground equipment has been delivered. The Board approved a \$50.00 payment to DMRS for their help with unloading the equipment.
- A drug bust was conducted at Unit 2102 by JSO
- The Pottsburg Crossing community website has been updated and has a new format: www.pottsburgcrossingcondos.com

VI. OLD BUSINESS - None

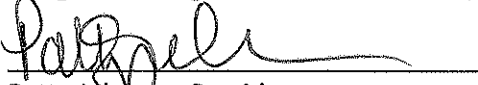
VII. NEW BUSINESS

- The 2012 Draft Financial Review was emailed to the Board of Directors on February 25, 2013. Patty Johnson made a motion to approve the 2012 Draft Financial review and Eden Martin seconded. None opposed. Board approved. Patty Johnson signed the Representation Letter.
- Delinquent Assessments – Suspension of Voting Rights/Pool Use – Unit 805. Motion to approve – Eden Martin, 2nd – Patty Johnson. None opposed.
- Collection Actions – Unit 1201 responded to the LM Funding letter sent concerning the past due status on the account. The homeowner is currently in mortgage foreclosure and has filed for bankruptcy protection. Unit 802 has defaulted on their payment plan but contacted Management to say that they will make payments immediately to get back on track with the approved plan. Unit 502 has not made any payment on their account since sending an email saying that they would make half payments for the next few months. A collection letter will be sent. Management is in contact with LM Funding concerning Unit 1901. The bankruptcy was discharged on March 5, 2013, so collection actions should begin.
- The Board approved developing a Rules Acknowledgement Form that both owners and tenants must sign.
- Board members will alternate weeks monitoring enforcement of the garbage bag rule. Plastic garbage bags may not be placed curbside prior to 6:00 a.m. on the morning of pick-up.
- Board members need to continue to monitor the property for parking violations. The security service has standing orders to tow cars parked on the streets.
- The Board requested that R&D Landscape conduct a walk-through of the neighborhood to determine areas where sod needs to be replaced. The Board does not wish to do a large scale replacement as was done last year. A bid will be requested to add shrubs along the pond side of the pool fence. A bid will be requested to install playground mulch around the new equipment. Management will contact R&D Landscape to see what can be planted along the bulkhead and fence area where vines were removed.
- Next meeting date – Annual Meeting – June 19, 2013 – 6:30 p.m. – Pottsburg Crossing Pool Cabana

IX. ADJOURNMENT

All business being completed, Patty Johnson made a motion to adjourn the meeting and Eden Martin seconded. None opposed. The meeting was adjourned at 7:19 p.m.

I hereby certify that this is an accurate and factual presentation of the Minutes of the Board of Directors Budget Meeting held on November 14, 2012.



Patty Johnson, President