

Pottsburg Crossing Condominium Association, Inc.
Board of Directors Meeting
August 22, 2012 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. ESTABLISHMENT OF QUORUM

Present were: Patty Johnson, Eden Martin, Lin White, Ceil Patterson and Terri Curtis; Lori Linares represented The CAM Team.

III. COMMUNITY OPEN FORUM

There were no homeowners or residents in attendance.

IV. APPROVAL OF MINUTES

A motion to approve the minutes from the March 2012 Board Meeting was made by Patty Johnson and seconded by Terri Curtis. All in favor. Board approved.

V. FINANCIAL REPORT / MANAGEMENT REPORT

The February, 2012 financials were e-mailed to the Board in advance of the meeting.

Operating Account balance as of July 31, 2012 \$116,126.61.
Reserves Account balance as of July 31, 2012: \$394,865.41
(includes \$54,969.22 of operating funds)

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

Violations Report – since the March Board Meeting there was 1 obstructing resident's driveway (1905); 5 pool use/voting rights suspensions (401, 505, 802, 903, 1806); 1 grass damage (1103); 1 nuisance (602), 1 leash (2102), 2 pet waste (1103, 1801), 13 parking reminders, 5 final parking notices

Management Updates:

- Dryer Vent Cleaning – First Coast Home Pros (\$75.00); All American Specialty (\$69.00)
- Property Insurance Proposals – in progress
- Mold Remediation Reimbursement Unit 203 – Attorney waiting on follow-up response from homeowner – deadline 8-25-12
- Flooding – Buildings 5 & 7 – Referred to RGM Construction by R & D. Meeting with contractor 8-23-12.
- Pond Erosion – 2 bids - \$3990.00 & \$11,075.00 – Board tabled
- Landscape Maintenance Proposals – will get 3 bids
- Pool Hours – change after Labor Day (7:30am to 7:30pm)

VI. COMMITTEE REPORTS

None.

VII. OLD BUSINESS

- Reserve Funds Account – CDARS Program explanation provided. Further information to be provided - tabled
- Reserve Study – Study recommends a reduction in annual contribution from \$63,313.00 to \$55,000. Board will review and make a decision at the Budget Meeting.

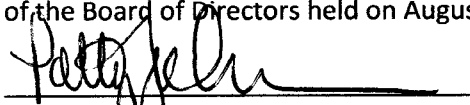
VIII. NEW BUSINESS

- Delinquent Assessments – Suspension of Voting Rights/Pool Use – Unit 1901. Motion to approve – Patty Johnson, 2nd – Ceil Patterson, all in favor.
- Collection Actions – Units 505 & 1806 did not respond to certified letter sent 7-19-12. Patty Johnson made a motion to send letter notifying homeowner of possible referral to LM Funding. Eden Martin seconded. All in favor.
- LM Funding Foreclosures – Motion to request that LM Funding proceed with foreclosure actions on Units 301 & 1904 made by Patty Johnson, seconded by Terri Curtis, all in favor.
- Emergency Preparedness Policy – Board members will develop procedures. Eden Martin made a motion to purchase 2 shovels and 2 rakes for use in the community. Seconded by Ceil Patterson, all in favor.
- Pool Party Policy – Eden Martin made a motion to limit pool parties to 20 people and residents must notify management in advance if more than 10 people. Patty Johnson seconded, all in favor.
- Garbage – Lin White made a motion to prohibit plastic bags from being placed curbside overnight unless they are placed in closed containers. Plastic bags can only be placed curbside the morning of pickup, between the hours of 6am & 8am. Individual items such as pizza boxes cannot be left on the property without being in a container. Eden Martin seconded, all in favor.
- Noise Disturbances – Eden Martin made a motion to remind residents to be respectful of neighbors by turning music down. Ceil Patterson seconded, all in favor.
- Budget Meeting – Wednesday, November 14, 2012 at 6:30pm. Location to be determined.

IX. ADJOURNMENT

The meeting was adjourned at 7:30 p.m.

I hereby certify that this is an accurate and factual presentation of the Minutes of the Regular Meeting of the Board of Directors held on August 22, 2012.



Patty Johnson, President