

Pottsburg Crossing Condominium Association, Inc.
Board of Directors Budget Meeting
November 7, 2011 6:30 p.m.
Pine Castle School Conference Room

I. CALL TO ORDER

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

II. ESTABLISHMENT OF QUORUM

Present were: Ceil Patterson, Eden Martin and Patty Johnson; Lori Linares represented The CAM Team. Terri Curtis and Lin White did not attend.

III. COMMUNITY OPEN FORUM

Lyn Newby, Unit 1004 attended but had no questions or comments.

IV. APPROVAL OF MINUTES

A motion to approve the minutes from the September 7, 2011 Board Meeting was made by Eden Martin and seconded by Patty Johnson. Board approved.

V. FINANCIAL REPORT / MANAGEMENT REPORT

The October 2011 financials were e-mailed to the Board in advance of the meeting.

Operating Account balance as of October 31:	\$92,892.60.
Money Market Account balance as of October 31:	\$356,764.62.

The collections report was reviewed and discussion was held regarding the suggested action to move forward with foreclosure of lien, Unit 301, or refer the account to LM Funding. Patty Johnson made a motion to send this account to LM Funding and Ceil Patterson seconded. Eden Martin opposed. Motion passed.

The Violation Tracker was provided to the Board. No further action taken.

VI. COMMITTEE REPORTS

None.

VII. OLD BUSINESS

- a. Additional Parking Spaces - legal opinion provided by Ted Brown, Attorney was reviewed and discussed. The Board agreed that no further action should be taken regarding the addition of parking spaces.
- b. Parking Rules - distributed to all homeowners and residents. Vehicle registrations are being received and decals will be mailed. Leases are also being received as a result of the registration process.

VIII. NEW BUSINESS

- a. Approval of 2012 Budget – Ceil Patterson made a motion to approve the proposed 2012 budget and Eden Martin, seconded. All in favor. Pottsburg Crossing 2012 Budget is approved.

- b. Community Improvement Bids
 - Pressure washing (DMRS) – eaves, soffits, sidewalks, vinyl fences, front entrance and parking lot pillars, spot cleaning of mold on buildings 1200, 1300, 1400 & 1500. Total -\$2375.00 – approved.
 - Pool Gate Card Reader (Edwards Ornamental) – Option A works in conjunction with DoorKing entrance gate. Allows for remote programming. (\$6800.00) Option B is a stand alone system which requires programming at the gate. (\$3800.00). Board requests more information regarding system operation and service required.
 - Vinyl fence installation (Jax Handyman) at end units (401, 1006, 1701, 2106) - \$1600.00. Board believes this could be a material alteration, but would consider approval if affected homeowners gave authorization.
 - Perimeter Wood Fence Repair/Replacement (Darmata Fencing) – Repair cost - \$1950.00 + \$600.00 to stain new material. Replacement - \$35,200.00. Board approved repair & stain, but also requested a bid for pressure washing.
 - Front entrance landscape improvements (R & D) – Cost - \$1131.00. Board requested clarification. Also, contact R & D to remove straps from trees.
 - Pending bids – replacement of missing garage lantern lids and repairs to large mailboxes (for packages).
 - Speed bumps/humps – Board believes this would be a material alteration and approves getting a bid for a stop sign instead.
 - Entrance/Exit Gates – to lessen wear & tear on the gates, the Board approved programming them to stay open from 6:30am to 8:30am & 4:30pm to 6:00pm weekdays. No change on the weekend.
 - Mulch – contact R & D to schedule mulch installation (included in contract).

- c. Other New Business
 - Association Bank Account – Eden Martin made a motion to close Association accounts with BB & T and open operating and reserves accounts with Community Association Banc. Patty Johnson, seconded and all were in favor.
 - Incident Report Unit 1701 – Board recommended no attorney action at this time. Homeowner will be notified of the incident.

IX. ADJOURNMENT

The meeting was adjourned at 7:25 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 November 7, 2011.

Ceil Patterson, President