

**POTTSBURG CROSSING CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JANUARY 25, 2010  
POTTSBURG CROSSING POOL**

**MINUTES**

**I. CALL TO ORDER**

Eden Martin recognized a quorum of the Board was present and called the meeting to order at 6:35 p.m.

**II. ESTABLISH QUORUM**

A quorum was established with the presence of Eden Martin, Lori Linares, Kathleen Santos and Patty Johnson.

Representing Stellar Properties: Adam Veale

**III. APPROVAL OF MINUTES**

October 19, 2009 meeting minutes were approved. Lori Linares made a motion and Eden Martin 2<sup>nd</sup> the motion, all were in favor.

**IV. FINANCIAL REPORT / MANAGEMENT REPORT**

Financial Report – Not complete should have by the end of the week.

2009 Financials – Lori brought up that the pool & janitorial services were added together at \$15,000 but it should be \$13,000. Needs to be broken out to pool at \$7,500 and janitorial to \$5,500.

2009 Financials will be available upon request. Letter will go out to owners.

Management Report – Not complete should have by the end of the week.

**V. COMMITTEE REPORTS - No Reports**

**VI. OLD BUSINESS – No Old Business to Discuss.**

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**VII. NEW BUSINESS**

1. Rent Rates – Stellar will contact all rental unit owners for updated lease information. Idea of issuing new gate codes only when leasing information has been received or placing fines. Adam suggests changing Rules & Regs regarding making it harder to rent units. Lori disagrees that we are able to amend R&R according to the declaration.
2. Comingling – Expired CD roll into a Money Market account. Comingling isn't illegal as long as its ear marked for reserves. Interest being added to the reserve dollar amount or open a separate account. Need to check on interest rates.
3. Stellar Contract – Ernie will need to address our concerns with the contract.
4. Gutter Cleaning - Eden Martin made a motion to approve Leman to go ahead with cleaning gutters seconded by Lori Linares with all in favor.
5. DMRS – DMRS pool and janitorial contract was approved. Eden Martin made a motion approve, seconded by Lori Linares with all in favor.

**VIII. OPEN FORUM**

Board approved tenant in unit 104 removing shrubs and replacing it with sod in the front of the unit at tenant's expense.

**IX. ADJOURNMENT**

Eden Martin made a **motion** to adjourn at 8:05 p.m., seconded by Lori Linares with all in favor.

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 January 25, 2010.

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Eden Martin, President