

Pottsburg Crossing Condominium Association, Inc.
Board of Directors Budget Meeting
November 14, 2012 6:30 p.m.
Pine Castle School Conference Room

I. CALL TO ORDER

The meeting was called to order by Patty Johnson at 6:30 p.m. and a quorum was established. Proof of Notice showing that the Budget Meeting documents were mailed to all homeowners per Florida Statute was provided.

II. 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), Tom Potter (1502), Wes Fina (1401) and Lyn Newby (1004).

III. APPROVAL OF MINUTES

A motion to approve the minutes from the August 22, 2012 Board Meeting was made by Ceil Patterson and seconded by Eden Martin. None opposed. Board approved.

IV. COMMUNITY OPEN FORUM

Lori Linares expressed concern about a pit bull being outside without a leash and without the muzzle as required by the 2008 Board. A formal complaint was received and the matter will be referred to the attorney.

Tom Potter expressed concern about the parking situation in the neighborhood and said that more parking spaces need to be added. He suggested that the answering service be provided the phone number for the towing company. Lin White will also post the information on the bulletin board.

V. FINANCIAL REPORT / MANAGEMENT REPORT

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

Operating Account balance as of October 31, 2012:	\$128,691.45
Reserves Account balance as of October 31, 2012:	\$402,194.14
(includes \$54,969.22 of operating funds)	

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

Violations Report – since the August Board Meeting there have been 7 first notices for garbage bag violations (601, 1201, 1304, 1402, 1601, 2003, 2104) and 2 second notices (601 & 1601); 1 notice for improper window covering and request for lease (2102); 1 wall hanging on building exterior (1902); 1 pool use/voting rights suspension (1901)

Management Updates:

- Dryer Vent Cleaning – Homeowners were advised to contact All American Specialty - \$69.00 special.
- Property Insurance Proposals – Received from Herbie Wiles, Fletcher-Stein and Tomlinson & Co. The Board opted to renew with Herbie Wiles.
- Mold Remediation Reimbursement Unit 203 – Attorney filed a complaint in Duval County Court on October 29, 2012.
- Flooding – Buildings 5 & 7 – RGM Construction completed reconstruction of the bulkhead/retaining wall at a cost of \$8,750.00.
- Landscape Maintenance Proposals – Bids received from R and D Landscaping, Luke Brothers and Sun State Landscaping. The Board selected R and D Landscaping.
- Pool Hours – Now 7:30am to 6:00pm
- Fence Repairs behind Buildings 7 & 9 – Darmata Fence repaired at a cost of \$395.00
- Dog Poop Clean-up – DMRS completed at a cost of \$225.00
- Unit 1203 – New owner reported a leak at the back of her unit. Leister Construction repaired at a cost of \$693.50.
- Unit 304 – Owner reported additional leak in unit. Leister Construction repaired at a cost of \$2,820.00.
- Unit 2001 – Reported a possible roof leak. Roof It Right was contacted and has left a message for the tenant to contact them to set up an appointment.
- Property will be mulched on Monday.

VI. COMMITTEE REPORTS - None

VII. OLD BUSINESS

- Reserve Funds Account – CDARS information not received – Tabled.

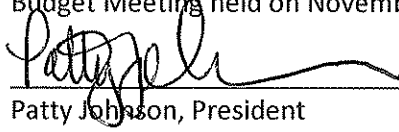
VIII. NEW BUSINESS

- Copies of the proposed 2013 Budget were mailed to homeowners. The 2013 Budget calls for monthly assessments to decrease \$4.00 to \$2.20. A motion was made by Patty Johnson and seconded by Eden Martin to approve the budget as presented. None opposed. Board approved.
- Delinquent Assessments – Suspension of Voting Rights/Pool Use – Unit 802 and 1201. Motion to approve – Eden Martin, 2nd – Ceil Patterson. None opposed. Unit 802 contacted Management to request a payment plan. Homeowner agrees to pay \$100.00 extra each month until the past due balance is paid in full. A motion was made by Patty Johnson and seconded by Eden Martin to approve the payment plan. None opposed.
- Collection Actions – Units 505 & 1806 did not respond to LM Funding letter and were turned over to LM Funding. The Association was funded \$2,370.44. A payoff in the amount of \$5,292.62 to be received from LM Funding for Unit 103. Account is prepaid through December 2012.
- LM Funding Foreclosures – LM Funding has filed foreclosures on Units 301 & 1904.
- A letter concerning enforcement of the parking rules will be delivered to all residents.
- Next meeting date – To be determined.

IX. ADJOURNMENT

The meeting was adjourned at 7:35 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