

Pottsburg Crossing Condominium Association, Inc.
Board of Directors Budget Meeting
November 18, 2013 6:30 p.m.
Pine Castle School Conference Room

I. CALL TO ORDER

The meeting was called to order by Patty Johnson at 6:34 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, and Wes Fina; Kathy Melton represented The CAM Team. Homeowners present: Lori Linares (1301), Lyn Newby (1004), and Sarah St. George (1203).

III. APPROVAL OF MINUTES

A motion to approve the minutes from the September 23, 2013 Board Meeting was made by Patty Johnson and seconded by Eden Martin. None opposed. Board approved.

IV. COMMUNITY OPEN FORUM – No comments

V. FINANCIAL REPORT / MANAGEMENT REPORT

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

Operating Account balance as of October 31, 2013:	\$114,163.47
Reserves Account balance as of October 31, 2013:	\$489,093.05
(includes \$54,969.22 of operating funds)	

A payment in the amount of \$15,259.30 from Reserves was sent to Leister Construction for the painting project initial down payment.

Unit 805 was turned over to LM Funding and in initial payment was received from LM Funding in the amount of \$1,254.00.

A Homeowner Aging Report by Collection Status was provided to the Board and was discussed in detail. Actions taken under New Business.

Violations Report – since the September Board Meeting there have been 2 first notices for garbage bag violations (703 & 804) and 1 second notice (1806); 1 first and second notice for car repairs (805), second notice for nuisance (2104)

Management Updates:

- The bulletin board was repaired by Southern Woods at a cost of \$240.75.
- A new garbage can was purchased at a cost of \$419.24 (14% discount off original price of \$448.85).
- The old garbage can was removed and the new one installed by DMRS for \$75.00.

- Shrubs were installed behind Units 103, 104 & 1305 at a cost of \$1,429.00.
- JEA repaired the water meters between Buildings 1400 and 1500.
- Four units have closed – 1002 (Sridevi Bodapati & Subba Vallapalli), 1504 (Travis Simpson), 1901 (Federal National Mortgage Association) & 2101 (Bassam Aouil).
- Currently, there are forty-seven (47) rentals and all are occupied, however one tenant was observed moving out today.
- One (1) unit is listed for sale – 2102 for \$79,900.00.
- Twelve (12) units are vacant – 203, 303, 806, 1001, 1102, 1104, 1302, 1403, 1605, 1901, 1904, & 2102.

VI. COMMITTEE REPORTS - None

VII. OLD BUSINESS - None

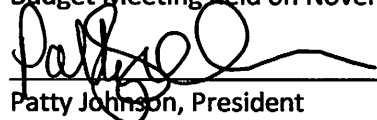
VIII. NEW BUSINESS

- Copies of the proposed 2014 Budget were mailed to homeowners. The 2014 Budget calls for monthly assessments to remain the same - \$220.00. 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 502. Motion to approve – Eden Martin, 2nd – Patty Johnson. None opposed. Board approved.
- A bid was received from DMRS to restripe the parking areas - \$675.00. A motion was made by Eden Martin and seconded by Patty Johnson to approve the bid. None opposed. Board approved.
- Parking issues continue and the attorney was contacted to see if the Board can limit parking in common areas, which in effect would limit the number of vehicles a resident can have on the property. The Board can adopt reasonable rules and regulations concerning this issue. A suggestion was made to limit the number of vehicles to one per licensed driver, and that no more than one vehicle can be parked in overflow. The Board and Management will work on a draft policy.
- A motion was made by Patty Johnson to appoint Sarah St. George to the Board subject to verification that her warranty deed has been recorded in Duval County. Eden Martin seconded. None opposed. Board approved.
- A motion was made by Patty Johnson to appoint Lyn Newby to the Covenant Enforcement Committee and seconded by Wes Fina. None opposed. Board approved.
- The engagement letter for the 2013 Review, to be done by Lake, Brown, Williams CPAs and Consultants, Inc., was signed by Patty Johnson.

IX. ADJOURNMENT

The meeting was adjourned at 7:00 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 18, 2013.


 Patty Johnson, President