

**Pottsburg Crossing Condominium Association, Inc.**  
**Board of Directors Meeting**  
**February 20, 2014 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. Proof of Notice was posted on the property in accordance with Florida Statutes.

**II. ESTABLISHMENT OF QUORUM**

Present were: Patty Johnson, Eden Martin, and Wes Fina; Kathy Melton represented The CAM Team. Homeowners present: Lori Linares (1301).

**III. APPROVAL OF MINUTES**

A motion to approve the minutes from the November 23, 2013 Board Meeting and January 7, 2014 Special 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 January 2014 financials were e-mailed to the Board in advance of the meeting.

Operating Account balance as of January 31, 2014:	\$118,512.49
Reserves Account balance as of January 31, 2014:	\$453,991.01
(includes \$54,969.22 of operating funds)	

Unit 1302 was turned over to LM Funding and an initial payment was received from LM Funding in the amount of \$1,320.00.

To date, eighty-four (84) units have been painted. Leister Construction has been paid a total of \$82,459.30; \$67,200.00 for completed units and \$15,259.30 for the initial deposit. The remaining balance due is \$19,269.35. Twenty-six (26) units, the pool cabana, storage room, columns, and entrance are still to be completed.

A Collection Tracker and Status Report was provided to the Board and was discussed in detail. Unit 802 will be turned over to LM Funding, Unit 1901 will receive notice that they will be turned over to LM Funding if they do not pay their account in full, and Unit 1404 will be offered a payment plan.

Violations Report – since the November Budget Meeting there have been 4 first notices for garbage bag violations (1403, 1602, 1701 & 1706) and 1 final notice (1601); 1 first notice for a dead Christmas tree (1902).

## Management Updates:

- Roof repairs were completed on Units 201, 1303, & 1903 - \$2325.00.
- Parking lot painting was done at a cost of \$675.00
- DMRS did a dog waste cleanup - \$225.00
- The gutter, downspout and rotten wood were repaired at Unit 404 - \$235.00.
- Annual State of Florida condominium fees of \$440.00 were paid.
- The entrance gate was repaired at a cost of \$202.50.
- The front entrance lights have been ordered for \$1250.00, which will be paid out of reserves.
- An update was provided in the lawsuit against Eric Kelley (Unit 204). Mr. Kelley's attorney is using stall tactics and has requested documents that have already been provided. The Association's attorney, Ted Brown, has filed an objection.
- Two units have closed – 1104 (Secretary of HUD) & 1403 (Vladimir Novakovic).
- Currently, there are fifty-one (51) rentals; four new rentals that were previously occupied by homeowners – 503, 806, 1203 & 1703.
- There are three units listed for sale – 1104 (\$98,975), 1302 (\$79,000) & 1901 (\$102,500)
- Ten units are vacant – 203, 303, 1001, 1102, 1104, 1302, 1605, 1901, 1904, & 2102.

## VI. COMMITTEE REPORTS

The Covenants Enforcement Committee held a fines hearing for three homeowners. The Committee voted to impose fines for any continuing violations: Unit 1303 – trash bags (\$25), Unit 1903 – trash bags (\$25) & Unit 1902 – dog outside without a leash or not cleaning up after their pets (\$50).

## VII. OLD BUSINESS - None


## VIII. NEW BUSINESS

- A motion was made by Patty Johnson and seconded by Eden Martin to approve the 2013 Draft Financial Review. None opposed. Board approved. The Management Representation Letter has been signed and forwarded to Lake Brown Williams CPAs so that the report can be finalized. Notice that a copy of the review is available to homeowners will be provided in accordance with Florida Statutes.
- Delinquent Assessments – Suspension of Voting Rights/Pool Use – Units 1404 & 1802. A motion to approve the suspension of rights was made by Eden Martin and seconded by Patty Johnson. None opposed. Board approved.
- A homeowner submitted a request to receive a refund of fees paid to LM Funding/Business Law Group. A motion to deny the request was made by Eden Martin and seconded by Wes Fina. None opposed. Board denied.
- A homeowner requested that a stop line be painted on the roadway adjacent to the mailbox kiosk. After discussion, the Board felt that a stop line was not necessary at this time.
- A homeowner emailed a spreadsheet of gutter issues observed while walking around the community during a recent rain. Several buildings are due to have the gutters cleaned after the painting project is completed, and the contractor will be asked to address any issues noted. A quote will be requested for any needed repairs to the gutters on the remaining buildings.
- The Annual Meeting will be scheduled for June. Kathy Melton will email the Board a list of dates she is available to meet.

**IX. ADJOURNMENT**

The meeting was adjourned at 6:58 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 February 20, 2014.



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Patty Johnson, President