

Pottsburg Crossing Condominium Association, Inc.
Annual/Election Meeting
June 18, 2014 6:30 p.m.
Pottsburg Crossing Pool Cabana

I. CALL TO ORDER

The meeting was called to order at 6:34 p.m.

II. ESTABLISHMENT OF QUORUM

Board Members present: Patty Johnson, Eden Martin, Wes Fina and Greg Appelt. Kathy Melton represented The CAM Team. A quorum of members was not established as only eleven (11) members were present either in person or by proxy. An unofficial meeting was held for those in attendance.

III. APPROVAL OF MINUTES

There were no unapproved minutes submitted for approval. A motion was made by Patty Johnson and seconded by Eden Martin to approve the notes from the June 19, 2013 Annual Meeting. None opposed.

IV. MANAGEMENT REPORT

The Association maintains a strong financial position.

Operating Account balance as of May 31:	\$131,561.16
Money Market Account balance as of May 31:	\$443,834.12
(less \$54,969.22 due to Operating Account)	

Total Units – 110 Owner Occupied – 50 Tenant Occupied – 49 Vacancies – 11

Total delinquent accounts (over 30 days) – 19

There have been ten (10) new owners since June 2013, and currently one unit is listed for sale.

The lawsuit against the homeowner of Unit 203 is still pending. The next step will be mediation prior to going to trial. Total legal expenses to date are \$4,640.90.

The community painting project began on November 4, 2013 and was completed on April 18, 2014. The contractor estimated the project would take three months to complete, but required an additional two months due to weather, personnel and quality of work issues. The total amount paid from Reserves to date is \$92,059.30. The contractor has not billed the Association for the remaining balance of \$9,669.35.

Other projects completed include:

- Gutters and downspouts cleaned on Buildings 100, 200, 300, 500, 700, 900, & 1100
- Parking lots and crosswalk lines repainted
- Roof repairs to Units 201, 603, 704, 1205, 1301, 1303, 1404, 1605, 1903, & 2001
- Drains installed on both sides of Building 700
- Community bulletin board repaired
- New garbage can purchased and installed by mailboxes
- New front entrance lights installed

- New sod & shrubs installed
- Gutters repaired at Units 404, 704, & 1402
- Major repairs due to water leaks at Units 201, 803 (in progress), & 1501
- Repairs to the wood fence

Projects scheduled to be completed:

- Mulch will be installed next week
- Gutter repairs at Units 601 & 602
- New trees to be planted to replace dead ones at Units 1801 & 2104 next week

V. ELECTION OF DIRECTORS

As only four (4) owners expressed an interest in serving on the Board of Directors, an election was not necessary. Lin White volunteered to join the Board. Patty Johnson made a motion to appoint Lin White to the Board. Greg Appelt seconded. None opposed.

VI. UNFINISHED BUSINESS

VII. OPEN FORUM

Homeowners shared several landscaping issues that need to be addressed:

Two newly installed bushes at Unit 603 are dying. The landscapers have already been notified.

A tree between Buildings 5 & 7 is not doing well.

Several units are driving over the grass along their driveway.

The light fixture at Unit 1402 is missing the top piece.

A sign posted on the garage at Unit 1806 was discussed.

IX. ADJOURNMENT

All business being completed, Patty Johnson made a motion to adjourn the meeting. Eden Martin seconded. None opposed. The meeting was adjourned at 6:45 p.m.

**A brief organizational meeting was held at the conclusion of the meeting to elect officers. The officers for 2014-2015 are:

President:	Eden Martin
Vice-President:	Patty Johnson
Secretary:	Wes Fina
Treasurer:	Gregory Appelt
Director:	Lin White

Respectfully Submitted,

Kathy Melton, CAM

Eden Martin