

Pottsburg Crossing Condominium Association, Inc.
Annual/Election Meeting
June 22, 2016 6:00 p.m.
Pottsburg Crossing Pool Cabana

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by President, Eden Martin.

II. ESTABLISHMENT OF QUORUM

Board Members present: Eden Martin, Lin White, and Brittany Patterson; Kathy Melton represented The CAM Team. A quorum of members was not established as only eight (8) 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. The minutes from the 2015 Annual Meeting were previously approved.

IV. MANAGEMENT REPORT

The Association maintains a strong financial position.

Operating Account balance as of May 31:	\$155,177.00
Money Market Account balance as of May 31:	\$600,631.03
(less \$56,084.19 due to Operating Account)	

Total Units – 110 Owner Occupied – 50 (6 vacant, 4 for sale) Rental Units – 60 (1 vacant & for rent)

There have been eleven (11) new owners since June 2015.

Total delinquent accounts (over 30 days) – 4 (there were 7 at this time last year)

The lawsuit against the homeowner of Unit 203 was settled. The owner paid \$8,741.84 per the approved settlement.

Projects completed since the last Annual Meeting include:

- Gutters and downspouts cleaned on Buildings 100, 200, 300, 500, 700, 900, & 1100 (December 2015 and June 2016)
- Fence repairs completed behind Building 300
- Roof leaks repaired – Units 202, 704, 1104, 1203, 1605, & 1901
- Gate card reader installed - \$2,902.62
- Entrance gate repaired (caused by unknown vehicle)
- Major repairs completed due to water leaks at Units 905, 905, & 1503
- Pool awning, vinyl fences, and sidewalks pressure washed
- Reserve Study updated

Projects scheduled to be completed:

- Landscape improvements in progress (sod, shrubs, and mulch)
- Stucco repairs to Unit 703 due to water damage
- Community fence to be replaced
- Playground mulch to be installed

V. ELECTION OF DIRECTORS

As only four (4) owners expressed an interest in serving on the Board of Directors, an election was not necessary. Prior to the meeting, an email was received from Melissa Hasty withdrawing her intent to serve on the Board due to work obligations. There are now two available seats on the Board.

VI. UNFINISHED BUSINESS - None

VII. OPEN FORUM

A homeowner in attendance asked about the operation of the Board. He also discussed restrictions regarding cats being outside without a leash.

IX. ADJOURNMENT


All business being completed, the meeting was adjourned at 6:33 p.m.

**A brief organizational meeting was held at the conclusion of the meeting to elect officers. The officers for 2016-2017 are:

President:	Eden Martin
Secretary:	Lin White
Treasurer:	Brittany Patterson

Respectfully Submitted,

Kathy Melton, CAM


6/26/17