

Pottsburg Crossing Condominium Association, Inc.
Board of Directors Budget Meeting
November 8, 2017 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. Proof of Notice was posted on the property in accordance with Florida Statutes. In addition, Proof of Notice was provided showing that the proposed 2018 budget was mailed out to all homeowners of record in accordance with Florida Statutes.

II. ESTABLISHMENT OF QUORUM

Board Members present: Eden Martin, Lin White, and Brittany Patterson; Kathy Melton represented The CAM Team. A quorum was established.

Homeowners: Lori Linares, Robert Burr, Carole Baldrich, and Shkelzen Xhaferllari

III. APPROVAL OF MINUTES

A motion to waive the reading and to approve the minutes of the June 26, 2017 Board of Directors Meeting was made by Lin White. Eden Martin seconded. None opposed and the motion carried.

IV. OPEN FORUM

A homeowner shared that a branch is hanging over her unit from the farm adjacent to her property and that the trees from that property are growing into the powerline. The homeowner was advised to contact JEA about the trees in the powerline. The Association's landscape contractor will be contacted about the branch. The homeowner also indicated that she would like to remove several dead bushes behind her unit and install patio paver blocks. An ARC form must be submitted.

A homeowner asked for permission to get an additional decal for one of his vehicles. The car was not registered with the Association prior to the effective date of the new policy so an exception cannot be made. The homeowner also reported a crack in the stucco by the gutter.

V. FINANCIAL REPORT/MANAGEMENT REPORT

The October 2017 Financials were e-mailed to the Board in advance of the meeting.

Operating Account balance as of October 31 st :	\$127,260.92
Money Market Account balance as of October 31 st :	\$633,701.76
(less \$56,084.19 due to Operating Account)	

Total Units – 110 Owner Occupied – 47 (2 vacant, 1 for sale, and 1 pending foreclosure auction)
Rental Units – 63 (6 vacant, pending new tenants)

There have been two resales since June 2017.

Projects Completed:

- Repair of roof leaks at Unit 1305 - \$950.00, Unit 1604 - \$750.00, Unit 201 - \$540.00, and Unit 906 - \$450.00
- Replacement of community mailbox numbers - \$492.20
- Community pool renovated - \$27,031.59 (from Reserve Account)
- Gutters and downspouts cleared and repaired on all buildings - \$5,250.00
- Mulch installation - \$6,000.00
- Exit gate damage repaired - \$2,652.10 (hit on 7/20/2017 – cameras not installed until 8/3/2017)
- Gate security cameras installed - \$9,069.32
- Trees trimmed - \$3,120.00
- Drains installed behind Buildings 500 & 700 - \$1,800.00
- Hurricane Irma damage – 18 roof leaks repaired - \$8,090.00, minor window leaks repaired - \$725.00, vinyl fences repaired - \$1,625.00, and community cypress fence repaired - \$3,140.00

To be Completed:

- Repairs to Unit 806 nearing completion (stucco to be painted)
- Repairs to be scheduled – Units 204, 303, 602, 804, 706, 906, 1104, 1404, 1606, and 2104.

VI. COMMITTEE REPORTS - NONE

VII. OLD BUSINESS - NONE

VII. NEW BUSINESS

- Permission was requested to open an ICS Savings Account with Popular Bank to ensure that all Association funds are FDIC insured. A motion was made by Lin White to approve opening the ICS account. Eden Martin seconded. None opposed and the motion carried.
- A copy of the proposed 2018 Budget was mailed to homeowners. The proposed budget calls for assessments to increase by \$5.00 per month to \$225.00. A motion was made by Eden Martin to approve the budget as presented. Brittany Patterson seconded. None opposed and the motion carried.

IX. ADJOURNMENT

All business being completed, Eden Martin made a motion to adjourn the meeting. Brittany Patterson seconded. None opposed and the meeting was adjourned at 6:28 p.m.

Respectfully Submitted,

Kathy Melton, CAM



Eden Martin, President