

Panther Trace Townhomes

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting September 13, 2016 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order at 7:09 p.m. by Manager, Doug Pinner. Cathleen DeHart, Hector Morales, Ileana Lazala and Bastin Joseph were also present; therefore, a quorum was established. Timely meeting notice confirmed. Pamela and Doug Pinner represented McNeil Management.

2. Approval of Minutes

Previous meeting minutes reviewed by board.

On Motion: Duly made by Bastin Joseph, second by Ileana Lazala and carried unanimously.

Resolve: Waive reading and approve minutes as presented.

3. Financials Reports

Manager reviewed financial and management activity reports. Currently one homeowner is with the attorney for collection action. Four owners currently owe two months' assessments.

4. Business Operations

Towing Contract – The current towing company's impound lot is too far a distance to tow cars from the community per county regulation. Therefore, the new towing vendor is B&D Towing. They will install signage as required upon receipt of the signed contract. The contract was signed by the board.

Landscape Proposals – The board reviewed landscape proposals that had been received. Hector Morales agreed to serve as the board liaison to meet with the vendors on-site and discuss details of the proposals. Manager was requested to contact the vendors with Hector's contact information to assist in setting appointments.

Camera/DVR Proposals – Board reviewed proposals.

On Motion: Duly made by Hector Morales, second by Cathleen DeHart and carried unanimously.

Resolve: Approve JABX proposal for cameras and dvr installation.

Community Building Roofs – Board reviewed proposals from engineering firms offering various options.

On Motion: Duly made by Hector Morales, second by Bastin Joseph and carried unanimously.

Resolve: Approve proposal from REI Engineering to inspect roofs of all 24 buildings.

2017 Assessment/Budget – Board reviewed draft budget and approved annual assessment of \$2460 per unit.

On Motion: Duly made by Hector Morales, second by Ileana Lazala and carried unanimously.

Resolve: Approve 2017 budget with annual assessment of \$2,460 per unit, collected at \$205 monthly.

Homeowners in attendance indicated they have a hard time hearing the board discussions at the meetings. The board agreed to purchase two 6-foot tables to use at the meetings and for general use at the pool.

Homeowners in attendance indicated they were unhappy with the landscape contractor for various issues. The board stated they had obtained proposals from other landscape vendors, would be meeting them at the community, would be making a contract change and sending the current vendor a 30-day notice.

Homeowners in attendance were concerned with roofs that were leaking. The board stated they had agreed to have the roofs inspected to determine current roof condition of each of the 24 buildings and would proceed based upon the engineering firm's findings.

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5. Adjournment

On Motion: Duly made by Hector Morales, second by Cathleen DeHart and carried unanimously.

Resolve: Adjourn meeting at 9:05 p.m.


Prepared by Manager on behalf of Secretary