

Panther Trace Townhomes

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting June 6, 2017 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order at 6:34 p.m. by Hector Morales. Ileana Lazala and Bastin Joseph were also present; therefore, a quorum was established. Timely meeting notice confirmed. Pamela Pinner represented McNeil Management.

2. Approval of Minutes

Previous meeting minutes reviewed by board.

On Motion: Duly made by Hector Morales, second by Bastin Joseph and carried unanimously.
Resolve: Waive reading and approve minutes as presented.

3. Financials Reports

Manager reviewed financial and management activity reports. Year-to-date operating expenses are on target with budget. One owner is with the attorney for collection action.

4. Business Operations

Gate Phone Entry Unit: Repairs have been completed and new screen display installed.

Roofing Discussion: Re-roofing was completed on Friday, June 2, so the gates can be closed. The Owens Corning warranty information will be placed on the website. Owners will be required to submit alteration applications for satellite dishes. First floor installations are preferable and owners are responsible for having holes sealed. The remaining dishes no longer in use can be removed by the roofing contractor, determined during the final walkthrough. The final inspection walk will be attended by board members as available, the roofing contractor and the engineering firm. Manager will coordinate.

Stucco Repairs: The repairs will take several weeks to cure and manager will obtain touch-up paint estimates from paint contractor as well as handyman.

Additional Perimeter Fencing: Board had photos of where additional fence needs to be installed as well as the preferred type and style. They will discuss boundary issues with the Panther Trace CDD prior to obtaining proposals.

Consolidation of Services: Board discussed combining security, pool, janitorial and repair/improvement contracts and hire on-site maintenance personnel. Discussion regarding hiring, training, equipping with tools, etc. Homeowners discussed thoughts and concerns with board. This will be discussed at a later meeting.

Landscape Improvements: Manager discussed phone calls received from homeowners regarding dissatisfaction with landscape contractor. Landscape upgrade proposals were not received as requested. Hector indicated he would attend landscaping walk with contractor Friday morning, manager will coordinate.

Board Vacancy: The Board inquired as to whether any homeowners in attendance would be willing to serve on the board as two positions are available. Two owners volunteered.

On Motion: Duly made by Hector Morales, second by Ileana Lazala and carried unanimously.
Resolve: To appoint Enrique "Rickie" Amaro and Renae Feacher to serve on the board.

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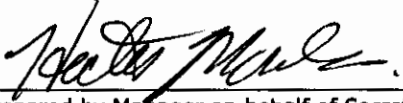
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Owners concerned about pool parties and pool vandalism. Board considering owner mailing reminding owners of pool etiquette. Mailing can include owner notification to report any roof leaks immediately to the management office. Manager requested to obtain proposals to repair uplifted sidewalks, have reserve study updated prior to the budget meeting in September and schedule board meetings on Thursday evenings next calendar year.

5. Adjournment

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

Resolve: Adjourn meeting at 7:55 p.m.



Prepared by Manager on behalf of Secretary