

**PARK TRACE ESTATES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS SPECIAL MEETING
February 3, 2015**

CALL TO ORDER: The Board of Directors meeting was called to order by Bill Cutler at 7:58 p.m. It was confirmed that proper notice had been posted, and a quorum was established with the following Board members in attendance: Bill Cutler, Norm Thetford, BiBiche Knauf , Ed Bankemper and Sally McCurdy.

MINUTES: The minutes for the January 16, 2014 meeting were waived to be reviewed for approval at the next scheduled board meeting.

OLD BUSINESS:

Conversation started with the clarification of the Annual Dues that were reduced by 50% from what the normal annual fees would have been. A budget along with the assessment amount should have been issued for clarification. This will be addressed at the next scheduled meeting.

Bill Cutler brought up the subject of deed restrictions and how they are handled, also mentioning the boards position on past and present procedures.

As a start not to be confused with any deed restriction changes Bill Cutler would like to see the deed restrictions condensed, so they can easily be reviewed by the members.

What was presented was a handbook style of restrictions that has been used by the Landings for years. Together BiBiche Knauf and Bill Cutler will write a handbook of procedures for Park Trace

The hand book opened the discussion to change the Park Trace attorney from Kevin Wells to Chad McClenathen. Bill and Norm had spent an hour talking with Chad McClenathen about rewriting the Articles, Bylaws and Deed Restrictions for Park Trace. At that time the question was raised if Bill Cutler and Norm Thetford had offered the same opportunity to Kevin Wells.

Both Bill Cutler and Norm Thetford were unaware that although the restrictions have been discussed and sent out for vote on at least 2 separate occasions, Kevin Wells was never officially given the go ahead to proceed in the rewriting of the restrictions.

In fairness Bill Cutler made a motion, seconded by Sally McCurdy, that Himself and Norm Thetford would speak to Kevin Wells. All were in favor.

The ARC was formed however; the rules that govern the ARC are the same deed restrictions that govern Park Trace. The committee members that make the ARC decisions are Les McCurdy, Stephanie Lane and Don Papa.

Beautiful Ponds will inform Park Trace when they will be spraying.

Ed Bankemper will look into companies to have the fence pressure washed.

Bob Ungemach explained the email process and will write an instruction page to clarify the process.

Committee involvement erupted with general discussions and duties will be clarified in the coming months.

BiBiche was excused @ 9:34pm.

Bill made a motion to end the meeting, seconded by Sally, all were in favor and the meeting was adjourned at 9:41pm by unanimous consent

DATE OF NEXT MEETING: The next meeting will be on February 17, 2015 at 7:00 pm. at Spanish Point.

ADJOURNMENT: The meeting was adjourned at 9:41 p.m. by unanimous consent.

Respectfully Submitted by:
Edward L. Bankemper
VP/Park Trace Estates

Approved: _____