

PARK TRACE ESTATES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS
November 15th, 2016 – 7:00PM
DRAFT

CALL TO ORDER

The Board of Directors meeting was called to order by Dan Knauf at 7:07PM. It was confirmed that proper notice had been posted and a quorum was established with the following Board members in attendance: Dan Knauf, Norm Thetford, and Edward Bankemper, with Linda Koven via conference call.

INTRODUCTION OF BOARD MEMBERS & MANAGEMENT

The Board of Directors respectfully introduced themselves to any new members in attendance.

ADMINISTRATIVE BUSINESS

1. Norm made a **motion** to approve the October 18th, 2016 board meeting minutes, with corrections. Norm seconded, and all were in favor.

OFFICER REPORTS

President-Dan Knauf

1. Dan made a comment that no egregious signs were placed around the Association per the rule the Board had implemented.
2. There was a discussion regarding the creation of a canopy over the street. Ed made a **motion** for Git R Done to survey trees at \$100 each. Norm seconded and all were in favor.

Vice President- Ed Bankemper

1. Ed spoke regarding the proposals for the well pump. More research and information will be forth coming.

Secretary - Dan Knauf

1. N/A – was covered in Presidents Report.

Treasurer - Norm Thetford

1. Norm reported on the most recent financial statements – as of 11/15/16 there was \$10,355.27 in the Operating Account with \$69,637.60 in the Money Market Accounts and \$51,401.45 in Reserves for a total of \$131,394.32.

Director - Linda Koven

1. N/A

External Liaison Officer - BiBiche Knauf

1. N/A

Committee Report - ARC:

There were three ARC requests to be voted on:

1. An owner requested to remove 6 trees from their yard. Dan made a **motion** to accept and Ed seconded. All were in favor.

2. 328PT requested to have an Oak Tree removed. Dan made a **motion** and Norm seconded. All were in favor.
3. 106WB requested to have 3 dead pine trees removed. Dan made a **motion** and Norm seconded. All were in favor.

Old Business

1. There was a discussion regarding the electrical outlets at the Marques. Dan made a **motion** to go with Owens Electric for installation on additional outlets with a penalty of \$100 a day if it not occur by December 9th, 2016. Ed seconded with a shorter date for the penalty by December 2nd, 2016. All were in agreement with the ratification of the motion.
2. .

New Business

1. A discussion on the increase of certain Budget line items was held, letting the Membership know that the Board was using the contingency to supplement the current Association costs in order to keep the Association Fees down. Dan made a **motion** to accept the 2017 Budget and Ed seconded. All were in favor.

ADJOURNMENT: Ed requested a motion to adjourn. Dan seconded and all were in favor. The meeting was adjourned at 7:52PM.

Respectfully Submitted by:

Taylor Anderson, LCAM
Community Association Manager

Approved: _____