

# PARK TRACE ESTATES

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## BOARD OF DIRECTORS MEETING

August 19, 2019

Meeting held at Keke's Breakfast Café 10:30 am

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**Call to Order:** President John Calia called the meeting to order at 10:30 a.m.

**Quorum Present** – President John Calia, Treasurer Norman Thetford, Director Steve Snyder-absent, Director Hank Holton, Secretary Lisa Wheeler and Iris Zieler representing Argus Property Mgmt. ART Chair Mel

**Proper Meeting Notice** – Agenda posted properly on association note board 48 hours in advance of the meeting.

### **Unfinished Business:**

1. A discussion was held on the amount of money that has been spent on L% and the need for additional plantings behind #103, and #104 Park Trace Blvd where they backup to the Bay Street Extension.
2. The removal or trimming of the focus tree located at 440 Park Trace Blvd.
  - a. \$2600 to trim and \$2600 to remove.
  - b. Suggested that board discuss cost with the owner.
  - c. Green Topps will be contacted – final decision tabled until September Meeting.
3. Board discussed the use of electronic voting. Cost for existing clients \$350.00 for a non client \$750.

### **New Business**

1. Board discussed the need to update the Park Trace Documents and will set up s workshop to work on changes to the documents at Argus Offices August 23, 10:30 am.
2. Annual meeting to elect board members and approve the 2020 budget will be November 18, 2019.
3. Manager will send Norman names of CPA firms to consider changing accounting firm for year-end tax purposes.
4. 841 Oak Briar is concerned about run off between their home and the neighbor- John will contact and meet with them.

With no further business **Motion** to adjourn by John Calia 2nd by Lisa Wheeler  
**Motion carried unanimously** - meeting adjourned at 12:05 PM

Respectfully Submitted, Iris Zieler, LCAM