

FAIRWAY GARDENHOMES

CONDO ASSOCIATION

The Premier Gardenhome Community on the Northshore

2029 Christie Lane
Covington, LA 70433

Phone: 985.871.0660
Fax: 985.871.4212



June 25, 2008 Meeting Minutes

Developer Staff Present – Tiffany Robicheaux, Lee Laporte, Jr.

Homeowner's Present – Rhonda Guenot, Karen Polit, Dee Oppenheim, Henry Oppenheim, Pauline Troxclair, David Fernandez, Mitzi Fernandez, Richard Troxclair, Cindy Puglia, Barbara Boles, Florine Gundy, Rob Simon, Ronnie Gauteau, Anna Wong, Sharon Tardo, Bob Martinson, Robert Marks, Scott Howell, David Blasini, Brad Leblanc, Beth Cochran, Martin Guttuso

T. Robicheaux – Introduction and purpose of the meeting. The meeting is to inform Homeowner's that the Developer will be turning the Association over to the Homeowner's within the next 90 days. The Developer and his staff will be able to assist Homeowner's with anything that is needed during this transition period.

Topic 1:

T. Robicheaux – Moving from the Cabana office to new location; thus, now ready to turn over to Board and Homeowners.

Topic 2:

T. Robicheaux – Overview of what Laporte Family Properties office handles now for the Homeowner's Association:

- A. Set up all utilities for common elements/maintain/address repairs/billings for electric and phone for gate, gas for gate, water and electric for irrigation lines, water and electric for pond fountain, and all utilities for Cabana/Cardio room pool
- B. Set up and maintain all Insurance Policies – GL \$1 mil/\$2 mil aggregate and property to cover all COMMON elements only
- C. Fill out and comply with all turnovers – Condo Questionnaires, provisions for insurance
- D. Maintain database of Residents and Tenants
- E. Data entry for all Payables and Vendor relations / Contracts – e.g. trash, pool, landscape/pond Horticultural, cleaning service – verify their insurance.
- F. Handle all MAINTENANCE of property – calls and overseeing the vendors as needed. Correspond with homeowners to maintain their residences.
- G. Bill and collect all condo fees
- H. Handle all correspondence for community issues / handle community violations/enforcement of Condo Docs.
- I. Handle all Delinquent accounts/lien filing if necessary
- J. Budget and Taxes

Topic 3:

T. Robicheaux – Discussion of New office location – keeping all bills/correspondence at 2029 Christie Lane someone to work in that office?

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Topic 4:

T. Robicheaux – Discuss transition, vote for Board of Directors: informational night only – set date for election. Look to Bylaws on voting scheme. Director positions and Officer Positions - President, Vice-President, Secretary, Treasurer – non-compensated.

Topic 5;

T. Robicheaux – Overview of Bylaws, any amendment to Bylaws – has to be a vote of no less than 60% of voting interest or Declarant alone.

Topic 6:

T. Robicheaux – Must begin to seek legal counsel.

Topic 7:

T. Robicheaux – Homeowner's may want to consider a Property Manager or a Property Management Company to handle all of the responsibilities that Laporte Family Properties is currently handling. Been seeking people to do this at another development and we have only been able to find 1 company that would be willing and able to do it.

F. Gundy – Please give us name and number of the Property Management Company that you have found.

T. Robicheaux – Property Management Company is GNO Property Management, LLC. Contact is Robert Phillips, President/Property Manager. Contact number is (504) 525-2985.

Topic 8:

H. Oppenheim – Association financials, 2007 budget – income was low. The budget could be less costly, as to produce more income. Dues should be raised \$25.00 - \$50.00 per month to cover these costs, to ensure the property is run properly and to leave room for future improvements.

L. Laporte – The point of turning the Association over to Homeowner's is for the Homeowner's to decide who will operate the property, in house or outside company. This will be a deciding factor in the budget, the amount of the dues and if they will need to be increased.

H. Oppenheim – The initial dues for the property were \$86.00 per month. We may find that when we take over the dues may be able to be lowered, due to cutting costs.

L. Laporte – Laporte Family Properties has been able to keep costs low while they were running the Association. Do not think that the fees will be able to be lowered; many Associations in the area pay a much higher monthly fee for Homeowner's Associations. The dues will most probably have to be increased to pay a Property Management Company, unless the Homeowner's are willing handle everything in house.

Topic 9:

H. Oppenheim – Concerned about the low participation at the meeting tonight. Only 21 people in attendance.

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B. Boles – What time of time frame are we looking at to turn the Association over to them?

L. Laporte – We have a set meeting again in 30 days. At that meeting, a Board & Officers will need to be elected. After that, we would be able to help for an additional 90 days until the transition is completed and the Association would be turned over & ran by the Homeowner's at that time. My staff can provide any information that you would need to help during this transition period. In 30 days you need to be ready to elect a Board & Officer's.

Topic 10:

H. Oppenheim – Would L. Laporte and his staff be willing to staff on and continue to run the property for us?

L. Laporte – Maybe, I would need to speak to my staff to see if this would be a consideration.

F. Gundy – Can you or someone from your staff do a presentation for us at the next meeting listing the services you could offer us and what the cost would be?

L. Laporte – We can look into that, I will speak with Tiffany and Christie to see if this is something that we would want to do.

Topic 11:

A. Wong – What should be our objective and goals to have ready for the next meeting?

L. Laporte – You would need to think about who the Officers will be and be ready to elect them in 30 days. Once the Officers are in place, we will create a time line for them or a Property Management Company to take over. We will assist Homeowner's or Property Management Company with what they need and we will not rush into the turnover. We should be able to complete transition within 90 days.

A. Wong – The Homeowner's need to meet before the next meeting to discuss who would be interested in being an Officer and make some preliminary decisions before the election.

L. Laporte – Yes, you may need to meet before our next meeting and you may want to contact the neighbors that were not in attendance tonight to see if they are interesting in being involved.

Topic 12:

D. Fernandez – Will any property issues be resolved before the Association is turned over to us? There are some broken things and uncompleted things on site – Fence, Gate Issues, Pool Fans.

L. Laporte – The fence will be handled before the Association is turned over to the Homeowner's. As far as any maintenance items – there was a 1 year warranty from construction on the homes. My staff has been handling all issues for 3 years, even though there was only a 1 year warranty. All additional property issues will need to be handled by the Association once it is turned over to the Homeowner's.

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Topic 13:

H. Oppenheim – Again, concerned with low attendance. The agenda states that has to be a vote of no less than 60% of voting interest or Declarant alone. What do we do if 60% of people do not show up for the election?

L. Laporte – That is something that you would need to ask an attorney about. We do advise that the Association seek legal counsel for any situation that may arise. However, I am the Declarant – so I can vote if needed & my vote will be sufficient.

A. Wong – How many votes do you have?

L. Laporte – I do own property in the development and that entitles me to have Class B voting shares.

A. Wong – How much is that?

L. Laporte – 100%

Topic 14:

B. Boles – When does this group want to meet again to make some decisions before the next meeting?

A. Wong – Wednesday, July 9, 2008 at 7:00 PM.

L. Laporte – We will give a Homeowner the key to this meeting room if yall want it to have meetings in. The Homeowner would need to take responsibility for the key and sign it out at our office with Tiffany.

H. Oppenheim – I will take responsibility for the key. I will pick it up tomorrow from Tiffany.

Topic 15:

H. Oppenheim – How do we handle vote for those who do not attend the next meeting?

L. Laporte – We may be able to do an absentee vote. Again, that is something that an attorney would need to advise you of.

T. Robicheaux – I can include an absentee voting card in with the statements that I mail out if all the information is to me prior to July 15, 2008 when the statements go out.

Topic 16:

M. Fernandez – How many Homeowners vs. Tenants are on the property? Do you have that information?

T. Robicheaux – I can provide you with the information that has been provided to us. Not all Homeowner's give us a copy of the lease and the contact information for the Tenants, as requested in the Condo Docs.

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Topic 17:

P. Troxclair – How much money is in the checkbook? How many delinquents do we have behind on their dues?

T. Robicheaux – I do not have the information with me, but I can get it from Christie and have it for you at the next meeting.

Topic 18:

B. Boles – Can we change the next meeting that is scheduled? It should be when it is convenient to the Homewoner's, not yall.

T. Robicheaux – When do you want to change it to?

B. Boles – It can stay on July 30, 2008, but it needs to be later than 6:00 PM. People that are coming from across the Lake can not be here that early. Let's do it at 7:00 PM.

T. Robicheaux – Homeowner's please make a note that the meeting listed on the bottom of the Agenda will be changed to July 30, 2008 at 7:00 PM.

Topic 19:

F. Gundy – Can you have a representative from the Property Management Company here at the next meeting to do a presentation for us?

T. Robicheaux – You want it at your next meeting on July 9, 2008 or the meeting on July 30, 2008?

A. Wong – The meeting on July 30, 2008.

T. Robicheaux – I will call Robert with GNO Property Management to see if he will be able to attend the meeting on July 30, 2008 at 7:00 PM to make a presentation for you all.

Topic 20:

B. Boles – What is going on with the pond and the service at the pond. This is a big issue.

T. Robicheaux – I know that Christie has someone servicing the pond for 6 months, but it is very costly. I do not have all of the specifics with me, but I can get it from Christie and have it for you at the next meeting.

Topic 21:

A. Wong – Can you get us a copy of all the property addresses, names, address, phone numbers and any contact information you have for them – both on site here and off site?

T. Robicheaux – Yes, I can provide you with contact information that I have.

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A. Wong – Can you also provide me with a copy of the GNO Property Management Services?

T. Robicheaux – Yes, I can provide you with a copy of that, as well.

H. Oppenheim – I would like a copy of that when I come to pick up the key from you tomorrow.

T. Robicheaux – No problem, I will make a copy for you.

A. Wong – Can you also provide me with a copy of Tenants vs. Homeowners, a copy of the bylaws/condo docs, copies of contracts for all services & a copy of everyone that showed up this evening?

T. Robicheaux – Yes, I can provide with all of that information – just provide me with your contact information after the meeting.

Topic 22:

T. Robicheaux - Please note that all the minutes from today's meeting will be typed up & posted online at www.LFPLLC.com for you to review. Go to Residential Developments, Fairway Garden Homes, Homeowners Association.

T. Robicheaux – Please make note that the next meeting will be held on Wednesday, July 30, 2008 at 7:00 PM, here at Fairway. We will do the election of Officers at this meeting.