

**Island Cove Villas at Meadow Woods homeowners Association, Inc.
Board of Directors Meeting
April 9, 2009**

**Island Cove South Pool
6:30 P.M.**

Board Members in Attendance: Karen Rodriguez, Dave Solomon, Sheila Claudio
Homeowners in Attendance: Approximately 40 homeowners were in attendance
Pinnacle Staff in Attendance: Anne M. Smith, President

Meeting was called to order at 6:42 p.m. by Dave Solomon. Quorum was verified. Meeting was properly noticed.

Anne Smith, owner of Pinnacle Property Management, introduced herself and her firm to the gallery. Ms. Smith encouraged all owners to contact Pinnacle with any questions regarding association matters.

Motion was made by Karen Rodriguez and Dave Solomon to approve the minutes from the February 26, 2009 Board of Directors meeting as amended. Motion carried unanimously.

Management was advised that Brenda Maldonado is no longer involved with the Board. The current Board is Karen Rodriguez, Dave Solomon and Sheila Claudio.

The next Annual Meeting will be held in November 2009.

MANAGEMENT REPORT

- Management discussed the protocol for submitting requests regarding association matters. The optimal mode of communication is via e-mail as it creates a documented source for action and follow up.
- Management will oversee the work schedule and duties of the association maintenance person, Lizzette Santiago.
- It was noted that the posted Pool Permits expired two (2) years ago. Ms. Smith will arrange for new permits (payment and inspection).
- Need to locate keys for Island Cove bulletin boards

OLD BUSINESS

- Roof Repairs
 - Ms. Smith is authorized to approve roof repairs NTE (not to exceed) \$150.00 per occurrence without prior authorization from the Board of Directors.
- Plumbing Repairs
 - Ms. Smith is authorized to approve plumbing repairs NTE \$200.00 per occurrence without prior authorization from the Board of Directors.

FINAL

- Landscaping Issues
 - Ms. Smith is authorized to approve landscaping repairs NTE \$250.00 per occurrence without prior authorization from the Board of Directors.
 - The Board expressed interest in obtaining bids for new Association Landscapers. These bids should include weekly maintenance, weed control, fertilization and pest control, as well as monthly irrigation inspections and repairs. The consensus is that the landscaping needs to be refurbished at both entrances as well as all three community pools. Once a new landscaper is identified, proposals should be crafted to refurbish these areas as well as installing new mulch.
- Officer George Perez of the Orange County Sheriff's Office conducts security patrols at Island Cove five (5) nights a week, 3 to 4 hours per night at differing times. His duty is to enforce the law, not the association covenants.

GROUND MAINTENANCE

- Cliffco Roofing is an approved vendor; however the HOA would like another vendor to generate competitive pricing for repairs.
- Order 20 pool keys for Island Cove
- Change the office lock.
- Plumbers need to find a way to address service calls without turning the water off to the entire community.
- Management suggested purchasing window stickers that illustrate NO TRIMMING of plants.
- Pool number two (2) is closed. Need to get quotes for two (2) new pool fences.
- Need to order a better lock for pool number three (3).

ADJOURNMENT

There being no further business to conduct, motion was made by Dave Soloman and seconded by Sheila Rodriguez to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted:

Anne M. Smith, LCAM
President
Pinnacle Property Management