

FINAL

**Island Cove Villas at Meadow Woods Homeowners Association, Inc.
Board of Directors Meeting
Minutes
May 13, 2010**

**Island Cove South Pool
6:30 PM**

Board Members in Attendance: Karen Rodriguez and Dave Solomon
Board Members Absent: Sheila Claudio
Homeowners in Attendance: Approximately 22 homeowners present
Management Staff in Attendance: Anne M. Smith, Pinnacle Property Management

Meeting was called to order at 6:40 PM. Quorum was verified. Meeting was properly noticed.

Motion was made by Dave Solomon and seconded by Karen Rodriguez to approve the minutes from the February 11, 2010 Board of Directors meeting as written. Motion carried unanimously.

OPEN FORUM

Nilda Hernandez of 1223 Lucaya Circle asked the Board what their course of action was to rid the community of satellite dishes. Ms. Hernandez also inquired about the installation of gutters, which was on the evening's Agenda to be discussed by the Board.

Dwane Bucklin of 14444 Bay Isle Drive addressed the Board regarding a list of issues he would like the Association to attend to. Many of the issues are currently being pursued by Management. He also expressed a desire for future mailings to include a boilerplate of rules and regulations.

Martin of PCPI Building Services, Inc. was present to answer questions and concerns regarding the ongoing painting project.

FINANCIALS

After review, motion was made by Dave Solomon and seconded by Karen Rodriguez to approve the April 2010 financials as presented. Motion carried unanimously.

MANAGER'S REPORT

GROUNDS & MAINTENANCE

The following maintenance issues were resolved during March/April:

- Two new park benches were installed. Benches are made of recycled plastic material and will withstand the elements better than wood.
- Twenty-two (22) traffic/directional signs were replaced throughout the community
- Motion flood lights added to each pool
- Sink, faucet and countertop replaced/repared in the restrooms at the cabanas
- Pool Rules signs installed at Pool #2 and #3
- Two (2) broken glass blocks were replaced at Pool #2
- Knob replaced at Pool #2
- Gate latch replaced at Pool #3
- Motor at Pool #2 replaced
- Motor at Pool #3 replaced
- Various roof repairs made throughout community
- Various irrigation repairs/water leaks repaired throughout community
- New globes ordered to replace broken globes for the light fixtures at the pools

PROPOSAL REVIEW

The following items were presented for review:

- Irrigation repairs and inspection calendar. Motion was made by Karen Rodriguez and seconded by Dave Solomon to approve the April irrigation repair proposals totaling \$752.80. Motion carried unanimously.
- Sod installation throughout community. The Board decided to place this project on hold.
- Mulch installation at homes. The board decided to hold this project.
- Cabana landscaping refurbishments at each pool location. The Board decided to place this project on hold.
- Clearing of bushes at property line. Motion was made by Dave Solomon and seconded by Karen Rodriguez to approve the quote provided by Ace in the amount of \$3,000.00 to clear the brush. Motion carried unanimously.
- Gutter installation. Motion was made by Dave Solomon and seconded by Karen Rodriguez to approve PCPI's quote #266 in the amount of \$49,000.00 to remove and install gutters on the fronts of all building and cabanas. Motion carried unanimously.

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- Pressure washing of sidewalks. Motion was made by Karen Rodriguez and seconded by Dave Solomon to approve Pressure Cleaning Professionals estimate #4 in the amount of \$1,600.00. Motion carried unanimously.
- Pressure washing of roofs. Motion was made by Karen Rodriguez and seconded by Dave Solomon to accept estimate #7 from Pressure Cleaning Professionals NTE \$1,800.00. Motion carried unanimously.

ADMINISTRATIVE

- Pool permits received and posted at each pool.
- Directors & Officers (D&O), Workers Compensation, and Crime Insurance policies renewal effective March 13, 2010 to March 13, 2011.
- Property Insurance renewal effective March 19, 2010 to March 12, 2011.
- Letters regarding satellite dish locations mailed on April 22, 2010.
- Sexual Offender notice sent to all homeowners and residents on April 28, 2010.
- Proposed Amendment Notice, Limited Proxy and ballot was reviewed.
- A Service Contract for Association Custodian Lizzette Santiago was reviewed. President Karen Rodriguez will submit items she would like added to the document to Anne Smith. Will present modified contract once the information is received.

NON-COMPLIANCE REPORT

April non-compliance report was reviewed.

ARCHITECTURAL REVIEW

Several applications were reviewed and discussed.

OLD BUSINESS

Landscaping

- Motion was made by Dave Solomon and seconded by Karen Rodriguez to ratify the vote to replace plants damaged by frost in the amount of \$1,320.00. Motion carried unanimously.

Insurance

- Motion was made by Dave Solomon and seconded by Karen Rodriguez to ratify the vote to approve the liability insurance policy renewal and to pay the down payment in the amount of \$21,210.89. Motion carried unanimously.

Painting Update

- Motion was made to ratify the vote for the second payment installment in the amount of \$42,815.60 for the exterior painting of the buildings. Motion carried unanimously.

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Park Benches

- Motion was made by Dave Solomon and seconded by Karen Rodriguez to ratify the vote for the purchase of two (2) weather resistant park benches in the amount of \$1,255.91. Motion carried unanimously.

NEW BUSINESS

It was brought to Management's attention that the pole lights at Pool #1 are not working. In addition, the office lock at the cabana of Pool #1 needs to be replaced. Management will send someone to inspect and repair as necessary.

ADJOURNMENT

There being no further business to discuss, a motion was made by Dave Solomon and seconded by Karen Rodriguez to adjourn the meeting at 8:15 PM. Motion carried unanimously.

Respectfully submitted by:

Anne M. Smith, LCAM
President
Pinnacle Property Management, LLC