

FINAL

**Island Cove Villas at Meadow Woods Homeowners Association, Inc.  
BOARD OF DIRECTORS MEETING  
May 16, 2013**

**Island Cove South Pool  
14898 Laguna Beach Circle  
Orlando, FL 32824**

Board Members in Attendance: Dave Solomon, Sheila Claudio and Juan Toledo

Management Staff in Attendance: Anne M. Smith, LCAM

Meeting was called to order at 6:31 PM. Quorum was verified. Meeting was properly noticed.

**MINUTES**

Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the February 21, 2013 Board Meeting minutes as written. Motion carried unanimously.

**GUEST SPEAKER**

*Bob Natale of Transworld Systems* addressed the Board regarding turning over delinquent accounts for further collection action. Transworld is a licensed collection agency that contacts delinquent homeowners up to five times through a series of phone calls and letters. Based on the information presented by Mr. Natale, motion was made by Dave Solomon and seconded by Juan Toledo to purchase 250 accounts if funds allow. Motion carried unanimously.

**OPEN FORUM**

*George Sansotta of Laguna Beach Circle* addressed the Board regarding the limited guest parking spaces available as well as mechanics repairing cars on property.

*Janet Petterson of Bay Isle Drive* expressed her concerns over the landscapers. Ms. Petterson also stated the landscapers blow debris toward her house.

**FINANCIALS**

Motion was made by Sheila Claudio and seconded by Juan Toledo to approve January, February, March and April financials as prepared. Motion carried unanimously.

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Motion was made by Juan Toledo and seconded by Dave Solomon to approve the final copy of 2012 audited year-end financial statement as prepared by Arrington & Company, PA. Motion carried unanimously.

Motion was made Dave Solomon and seconded by Juan Toledo to approve opening a new 24-month Certificate of Deposit in the amount of \$230K earning .80% at Old Florida National Bank. Signers on the account will be Anne Smith, Dave Solomon and Juan Toledo. Motion carried unanimously.

### **COLLECTIONS**

Collection Status Report as prepared by Patrick Willis' office was reviewed.

#### **Board Action Requests – Collections:**

- The Board agreed to waive the \$10.00 late fees only against *14396 Island Cove Drive*. The interest charges shall remain on the account until paid.

### **GROUNDS & MAINTENANCE**

The following maintenance issues were identified and addressed:

- Sod replacement in remaining yards complete.
- Replacement plants for pools replaced at no charge.
- Various irrigation repairs completed.
- Various plumbing issues inspected and repaired as necessary.
- Broken hinge replaced and fence surrounding pool equipment repaired at Pool #3.
- Top railing at 44 units on Lucaya Circle replaced and painted.
- Parking bumper replaced at 14357 Island Cove Drive.
- Pool lighting timer reset.
- Lift station pump impellers cleaned.
- Various roof repaired completed.
- Annual backflow and fire hydrant inspections completed.
- Cylinder replaced on pool gate at Pool #3.
- Six (6) Wax Myrtles that blew over during a storm removed from around pond.
- Parking bumper replaced at 1216 Coral Coast Drive.
- Six (6) additional soap dispensers purchased and installed in handicap stalls.

### **RATIFICATIONS**

Motion was made by Dave Solomon and seconded by Sheila Claudio to ratify unanimous written approval for the following items. Motion carried unanimously.

- March irrigation repairs totaling \$926.25.
- April irrigation repairs totaling \$852.50.

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- Grasshoppers' quote 2069 in the amount of \$703.00 for irrigation repairs to Timer E, Zone 24.
- Purchase and installation of six (6) Xlerator hand dryers and six (6) automatic soap dispensers in the amount of \$5,971.42.

### **PROPOSAL REVIEW**

The following proposals are presented herein for your review:

- Reserve Study Update
  - Recommended by CPA every 3 years
  - Last completed in October 2009
    - Motion was made by Dave Solomon and seconded by Sheila Claudio to approve Reserve Advisors quote in the amount of \$4,700.00. Motion carried unanimously. Management will also consult Insurance Agent Phil Masi and Reserve Advisors on the necessity of completing the Proof-of-Loss Replacement Cost Insurance Appraisal for an additional \$2,100.00.
- Discussion: Security Patrols
  - The Board would like a representative from Vital Security and Investigations to present at a future meeting.

### **ADMINISTRATIVE**

- Annual Corporate Report filed with the State on February 13, 2013.
- 2012 year-end financial postcards mailed May 16, 2013.
- Health Department pool permits paid. Lizzette will place one permit at each pool location.

### **NON-COMPLIANCE REPORT**

March Non-Compliance Report and Final Notice Expirations were reviewed. Two homes were turned over to the Association Attorney for further enforcement.

### **OLD BUSINESS**

There was no old business discussed.

### **NEW BUSINESS**

Management discussed an apparent trend within the community to seek restitution for various broken items, i.e. walkway tiles, flower pots, windows, etc. by reporting them as damaged by the Association landscaper. The Association landscaper has accepted responsibility for items that lack any proof of culpability on their end. The Board assured Management that the landscapers are not to accept responsibility for anything they feel

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was not caused by their crew, particularly in cases where considerable time has elapsed and no clear responsible party can be identified. Any issues must be reported within 24 hours to Pinnacle.

The pool hours will be extended one hour and will be open from 8 am to 9 pm during the summer months.

### **ADJOURNMENT**

There being no further business to discuss, motion was made by Dave Solomon and seconded by Sheila Claudio to adjourn the meeting at 7:40 PM. Motion carried unanimously.

Respectfully submitted by:

Anne M. Smith, LCAM  
Pinnacle Property Management, LLC