

**Island Cove Villas at Meadow Woods Homeowners Association, Inc.  
Board of Directors Meeting  
November 4, 2010**

**Island Cove South Pool  
1200 Sandy Shoals Way, Orlando**

Board Members in Attendance: Sheila Claudio and Dave Solomon  
Management Staff in Attendance: Anne M. Smith, LCAM, Pinnacle Property Management

Meeting was called to order at 6:53 PM. Quorum was verified. Meeting was properly noticed.

Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the minutes from the September 9, 2010 Board of Directors meeting as written. Motion carried unanimously.

**OPEN FORUM**

*Elsa Paniagua of 14844 Laguna Beach Circle* addressed the Board regarding an ongoing issue with standing water in her yard. The Association contemplated the installation of a French drain to help alleviate the problem, but the landscaping company was not confident this solution would help. Management will contact Association attorney Patrick Willis for his opinion.

*Janet Petterson of 14316 Bay Isle Drive* had complaints regarding the current condition of the cabana restrooms and pool areas. Ms. Petterson stated the bathrooms were “disgusting” and the pool furniture needs to be replaced. Dave Solomon explained that replacing the pool furniture was a challenge during the summer due to constant vandalism. Anne Smith assured Ms. Petterson the issues are being addressed and quotes to refurbish the restrooms and pool decks will be reviewed at a future meeting.

*Luis Velez of 14368 Island Cove Drive* had concerns regarding homeowners and tenants not cleaning up after their pets. Anne Smith explained that unless Mr. Velez can identify who is doing it, there is little Management can do. Security Officer George Perez explained Mr. Velez can call Animal Control as well to help enforce the issue.

## **FINANCIALS**

Motion was made by Dave Solomon and seconded by Sheila Claudio to approve September financials as presented. Motion carried unanimously.

After careful review, motion was made by Dave Solomon and seconded by Sheila Claudio to approve the proposed 2011 budget as presented. Motion carried unanimously. The monthly dues will be increasing from \$178.00 to \$196.00.

Dave Solomon will contact Legacy Bank and 1<sup>st</sup> Commercial Bank to determine the signers on the account for the CD. Due to her recent resignation, Karen Rodriguez should be removed as a signer on the accounts.

## **MANAGER'S REPORT**

### **GROUNDS & MAINTENANCE**

The following maintenance issues were resolved during September and October:

- Parking bumpers repainted and renumbered.
- Repainting of fire hydrants throughout has commenced. Lizzette is completing the work.
- New handicap parking sign installed at Pool #2.
- Vacant home at 14757 Laguna Beach had front door kicked in. Management made contact with the realtor who had home secured.
- Various irrigation inspections and repairs made.
- Filters at each pool will be replaced next week.
- New NO PARKING sign ordered for Pool #2.

## **PROPOSAL REVIEW**

The following proposals are presented herein for your review:

- Holiday décor refurbishment
  - The Board decided not to pursue this project at this time.
- Irrigation inspection and repairs
  - Motion was made by Dave Solomon and seconded by Sheila Claudio to approve Ace's quotes NTE \$575.00. Motion carried unanimously.

## **ADMINISTRATIVE**

Engagement letters from Association accountants Arrington & Co., P.A. to complete the 2009 and 2010 federal and state income tax returns were reviewed and executed.

**NON-COMPLIANCE REPORT**

October Non-Compliance Report was reviewed.

Regarding satellite dishes, the Board requested Management contact Association attorney Patrick Willis to inquire about the Association's right to remove the satellite dishes.

Management will also send a newsletter to the community noting common "do's and don'ts" of the community.

**OLD BUSINESS**

Management will contact the vendor installing the gutters to address concerns from homeowners regarding holes, insufficient downspouts and painting touch-ups.

Anne Smith will further discuss custodian Lizzette Santiago's service contract with Dave Solomon. Ms. Santiago's contract is a top priority of the Association. The Board, and homeowners alike, value Ms. Santiago and appreciate the hard work and dedication she puts into her job.

**ADJOURNMENT**

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

Respectfully submitted by:

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