

FINAL

**Island Cove Villas at Meadow Woods Homeowners Association, Inc.  
BOARD OF DIRECTORS MEETING  
August 5, 2015**

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

Board Members in Attendance: Dave Solomon and Sheila Claudio

Management Staff in Attendance: Anne M. Smith, LCAM; Jynell Martz LCAM

Meeting was called to order at 6:39 PM. Quorum of the Board was verified. Meeting was properly noticed.

**OPEN FORUM**

*Jamie Colon of 14650 Laguna Beach Circle expressed concern regarding the street lights that are being blocked by tree limbs. Management will contact the landscapers to trim.*

*Miriam Stuart of 14832 Laguna Beach Circle expressed concern regarding the landscaping and parking. The Board stated the landscaping is currently being renovated at the entrances as well as common areas and plants will be installed this week. The Board also confirmed that double parking is allowed due to the limited amount of guest parking spaces available.*

*Loaguin Garzon of 1133 Lucaya Circle expressed concern regarding flooding near his home. The Board stated this would be his responsibility to cure and any improvements made must first be approved by the ARB Committee.*

**MINUTES**

Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the May 7, 2015 Board Meeting minutes as written. Motion carried unanimously.

**FINANCIALS**

Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the April, May and June financials as prepared. Motion carried unanimously.

**COLLECTIONS**

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

**Board Action Requests – Collections:**

- ISL1079 – The Board approved to except a settlement of \$6010.00 plus any additional assessments.
- ISL2106 – The Board agreed proceeding with the HOA lien foreclosure at this time.
- ISL3149 – The Board approved to except a settlement of \$5878.78.
- ISL2013 – The Board approved proceeding with the HOA lien foreclosure at this time.
- ISL2069– The Board agreed to send an Intent to Lien Notice.
- ISL1019 – The Board approved to send an Intent to Lien Notice.
- ISL3032 – The Board approved to send an Intent to Lien Notice.
- ISL2070 – The Board approved to send an Intent to Lien Notice.
- ISL2094 - The Board approved to send an Intent to Lien Notice.

**PROPOSAL REVIEW**

The following proposals were presented for review:

- **Soffit Repair** - Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the soffit repair for 14879 Laguna Beach Circle in the amount of \$475.00
- **Railing Repairs**
  - Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the railing repairs in the amount of \$4811.76
- **Pool Furniture**
  - Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the purchase of new pool furniture not to exceed \$4600.00.
- **Cleaning of Exterior Buildings & Roof**
  - Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the proposal in the amount of \$55,450. The project will be paid for from Reserves.

**GROUNDS & MAINTENANCE**

The following maintenance issues were identified and addressed:

- Toilet paper holders/Soap dispensers replaced
- Door at Pool #2 repaired
- Broken window at 14423 Island Cove has been repaired
- Pot hole at 1176 Lucaya completed.
- Monthly aquatic maintenance completed.
- Best Plumbing service call at 14836 Laguna Beach .
- Tree trimming completed throughout property.
- Repaired various irrigation completed.
- Various plumbing issues inspected and repairs as necessary.
- Roof repairs completed

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- 14376 Island Cove Dr.
  - 1225 Garden Isle Ct.
  - 1251 Lucaya Cir.
  - 14816 Laguna Beach Cir.
  - 14879 Laguna Beach Cir.
- Monthly pool maintenance completed.
  - Verified PPM has copies of all keys.

### **ADMINISTRATION**

- Insurance renewal and all required repairs completed.

### **RATIFICATIONS**

The following items were approved by unanimous written vote of the Board, and need to be ratified:

- Driveway repair at 1176 Lucaya Cir.

### **NON-COMPLIANCE REPORT**

July Non-Compliance Report and Final Notice Expirations were reviewed

### **OLD BUSINESS**

- **Rules & Regulations**
  - The Board discussed the security company to help with violations. Management will compose a newsletter to help communicate the rules and regulations to the owners and tenants.
- **Front Yard Landscape Renovations**
  - The Board agreed to table this item for further review.
- **Landscape Refurbishment Common Areas**
  - The landscapers are currently working on these items.

### **NEW BUSINESS**

- **Gross Violation**
  - The Board approved a change to a 5-day notice by Certified Mail for a Gross Violation.
- **Code Enforcement**
  - Management will work with the Security Company to help enforce.
- **Letter/Newsletter**
  - Management will prepare a newsletter to present to the Board at the next meeting.

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**NEXT MEETING**

The next meeting will be the budget meeting held on October 8<sup>th</sup> at 6:30 pm at Pool #3.

**ADJOURNMENT**

There being no further business to discuss, motion was made by Dave Solomon and seconded by Sheila Claudio to adjourn the meeting at 7:55 PM. Motion carried unanimously.

Respectfully submitted by:

Anne M. Smith, LCAM

Pinnacle Property Management, LLC

On Behalf of the Secretary of Island Cove Villas at Meadow Woods Homeowners Association, Inc.