

FINAL

**Island Cove Villas at Meadow Woods Homeowners Association, Inc.
BOARD OF DIRECTORS MEETING
February 9, 2016**

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

Board Members in Attendance: Roy Quispe, Richard Safra, Nadia Parkhurst, Dave Solomon and Sheila Claudio

Management Staff in Attendance: Geraldo Torres, LCAM and Anne M. Smith, LCAM

Meeting was called to order at 6:44 PM. Quorum of the Board was verified. Meeting was properly noticed.

OPEN FORUM

Jose Davila of 1217 Garden Isle Ct stated that he recommends a general notice should go out regarding clarification on who is responsible to pressure wash the walkway leading to the units.

Angel Santiago of 14768 Laguna Beach stated he has had many issues with theft in his property.

MINUTES

Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the October 8, 2015 Board Meeting minutes as written. Motion carried unanimously.

FINANCIALS

Motion was made by Roy Quispe and seconded by Sheila Claudio to approve the September to December financials as prepared. Motion carried unanimously.

COLLECTIONS

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

Board Action Requests - Collections:

- ISL1065 – The Board decided to hold at this time as there is an issue with mail being delivered to the homeowner's alternate mailing address.
- ISL2047 – The Board agreed to send an Intent to Lien.
- ISL3078 – Motion was made by Dave Solomon and seconded by Sheila Claudio to ratify unanimous board approval to accept the payment plan presented by the homeowners; the attorney will monitor the plan through completion. Motion carried unanimously.
- ISL2097 – The Board approved the waiver of \$30.00 in late fees.

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- ISL3152 – Motion was made to ratify approval of an \$800.00 down payment and a 12-month payment plan, with payment amounts gradually increasing to ensure it is paid in full within 12 months. Motion carried unanimously
- ISL2060 – Motion was made by Sheila Claudio and seconded by Dave Solomon to ratify unanimous board approval to accept the homeowner's proposed payment plan, which will be monitored by the attorney through completion. Motion carried unanimously.
- ISL3056 – Board agreed to proceed with option two. The attorney will attempt to have the tenants pay their rent directly to the attorney, in the lieu of the homeowners.
- ISL2021 – The Board agreed to send the account to the attorney for further collections enforcement.
- ISL2076 – The Board agreed to send the account to the attorney for further collections enforcement.
- ISL1066 – The Board agreed to send the account to the attorney for further collections enforcement.

GROUNDS & MAINTENANCE

The following maintenance issues were identified and addressed:

- Monthly aquatic maintenance completed.
- Repaired various irrigation completed.
- Various plumbing issues inspected and repaired as necessary.
- Roof repairs completed.
- Monthly pool maintenance completed.
- Soffit repairs completed.
- Landscape Refurbishment Common Areas completed by Grasshopper.
- Holiday decorations installed and removed.
- New drinking fountains installed at pools one and three.

ADMINISTRATION

The following administrative tasks were performed:

- Supplies ordered for the community.
- Obtained landscape proposals.
- Notice letter sent regarding new trash cans.
- Roof repairs completed
- Soffit repairs completed
- Various plumbing issues inspected and repaired as necessary.

NON-COMPLIANCE REPORT

January Non-Compliance Report and Final Notice Expirations were reviewed. The Board decided to hold all final notice violation at this time.

OLD BUSINESS

Landscape Proposals: The Board decided to hold on making a decision until further notice.

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Number stickers for trashcans: The Board decided to table this subject until further notice.

Monument lights: Management to obtain proposals for the rearrangement of the monument lights in order to illuminate the monument better.

NEW BUSINESS

Trash Containers: The Board agreed to allow trash containers to be placed in front of the units as long as the cans are not visible.

Onsite Manager: The Board agreed to have a Manager on property two times a month.

Security: Management to investigate the possibility of having a patrol car to patrol the community.

Painting Project: Management to obtain proposals for painting of the community.

NEXT MEETING

The next meeting will be held on May 19, 2016 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 9:00 PM. Motion carried unanimously.

Respectfully submitted by:
Geraldo Torres, LCAM
Pinnacle Property Management, LLC
On Behalf of the Secretary of Island Cove Villas at Meadow Woods Homeowners Association, Inc.