

Island Cove Villas at Meadow Woods Homeowners Association, Inc.
BOARD OF DIRECTORS MEETING
February 8, 2017

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

Board Members in Attendance: Sheila Claudio, Naida Parkhurst, Roy Quispe, and Richard Safra

Management Staff in Attendance: Anne Smith, LCAM

Meeting was called to order at 6:30 PM. Quorum of the Board was verified. Meeting was properly noticed.

OPEN FORUM

Topics discussed included trash can and parking violations, insufficient tree trimming and satellite dishes.

MINUTES

Motion was made by Roy Quispe and seconded by Richard Safra to approve the November 9, 2016 Board Meeting minutes as written. Motion carried unanimously.

FINANCIALS

Motion was made by Sheila Claudio and seconded by Naida Parkhurst to approve the October, November, and December financials as presented. Motion carried unanimously.

COLLECTIONS

Board Action Requests:

- ISL2076 – The Board authorized the attorney’s request to file suit against the homeowner.
- ISL2094 – The Board authorized the attorney’s request to file suit against the homeowner.

GROUNDS & MAINTENANCE

The following maintenance issues were identified and addressed:

- Exterior repainting of all units completed.
- Back patio ceiling repairs completed.
- Damaged parking bumper at 14349 Bay Isle Drive replaced.
- Window screens at Pool #2 replaced.
- New water hoses and nozzles purchased for each pool location.
- Breaker box at Pool #2 replaced.
- Holiday décor installed, removed and stored.

- Irrigation run times increased for new plant materials and sod.
- Annuals (Poinsettias and Dusty Miller) installed at entrances.
- Viburnum installed around power box.
- Sod installed at 14345 Bay Isle Drive.
- Sod replaced at 1229 Garden Isle Court.
- Diseased Holly removed from 14552 Laguna Beach Circle.
- Sod damaged by landscapers during tree trimming project was replaced at no charge.
- Storage room at Pool #1 cleaned out.
- New lever handle installed on gate at Pool #2.
- Additional security cameras at each cabana installed.
- Pool resurfacing completed.
- Pool showers at each pool in process of being replaced.
- Various paper and cleaning supplies purchased for each pool location.
- Various minor irrigation repairs completed.
- Various roof repairs completed.
- Various plumbing repairs completed.
- Weekly bulk debris pickup completed.
- Monthly aquatic maintenance completed.
- Monthly irrigation inspections completed.
- Monthly pest control service completed at pool cabanas.
- Monthly pool service completed.
- Monthly lift station maintenance completed.

PROPOSALS

The following are presented herein for review:

- **Deck painting**
 - The Board approved Stream Pool's estimate 1727 in the amount of \$6,500.00 to pressure wash and paint all three pool deck areas and coping. Motion carried unanimously.
- **Shut off valves for each unit**
 - Motion was made by Naida Parkhurst and seconded by Roy Quispe to approve Best Plumbing's estimate 49987 in the amount of \$275.00 for each shut off valve, with a minimum of five (5) valves to be completed during each installation. Motion carried unanimously.
- **Reserve Study Update (recommended)**
 - The Board would like to budget for the update in 2018.

ADMINISTRATIVE

The following administrative tasks were completed:

- 2017-2018 insurance renewals in process.
- Annual website maintenance agreement renewed.
- 2017 budget and coupons mailed to membership.

RATIFICATIONS

Motion was made by Richard Safra and seconded by Sheila Claudio to ratified unanimous written approval of the following items. Motion carried unanimously.

- Bonus/loan for Lizzette Santiago.
- All Phases Electrical quote in the amount of \$2,457.00 to replace lighting at Pool #3 with LED fixtures and bulbs, replace the lamps and ballasts on the four (4) pole lights, and replace two (2) 2-headed security motion lights.

NON-COMPLIANCE REPORT

January Non-Compliance Report and Final Notice Expirations were reviewed.

Motion was made by Richard Safra and seconded by Roy Quispe to send 21-Day Demand letters for all (10) Expired Final Notice Recipients from the January 2017 report. Motion carried unanimously.

OLD BUSINESS

Parking: This continues to be a cause for concern for the board and residents. Residents blocking the mailbox, parking on the grass and hoarding guest parking spots continues to be a challenge. No final decisions were made.

NEW BUSINESS

Resignation: The Board accepted Dave Solomon's resignation from the Board.

ARB Discussion – Front Door Changes: Board discussed options for owners to choose from to replace front doors. Since some have already been replaced, it was discussed that choosing a limited number of options would best serve the community. Further research will be necessary to decide on the specific door options.

ARB Discussion – Fencing to Hide Trash Cans: Residents, board and management discussed concerns with the large numbers of trash cans visible throughout the community. A possible recourse may be to install outdoor screen enclosures to house the receptacles when not placed for pick up. Further research will be necessary to decide cost and responsibility.

NEXT MEETING

The next meeting will be held on May 24, 2017 at 6:30 PM at Pool #3.

ADJOURNMENT

There being no further business to discuss, motion was made by Richard Safra and seconded by Roy Quispe to adjourn the meeting at 7:36 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.