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

**November 15, 2017
6:30 PM**

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

BUDGET MEETING MINUTES

1. Welcome Members & Call to Order – Meeting called to order at 6:31pm by Sheila
 2. Verify Quorum / Proof of Notice – Meeting was properly noticed
 - Board Members present: Sheila Claudio & Rolando Quispe.
 - Pinnacle Staff present: Julia Casanova, LCAM & Tiffany Castille, LCAM
 3. Open Forum – Topics discussed include
 - a. Security
 - b. Landscaping
 - c. Plumbing
 4. Review & Approve the August 16, 2017 Board Meeting Minutes
 - Sheila made a motion to approve the minutes as presented. Roy seconded the motion. Motion passed unanimously.
 5. Manager's Report
 - Report was presented by Julia Casanova, LCAM and Tiffany Castille, LCAM.
 6. Financial Report
 - a. August and September Financials
 - Financials were reviewed by the board. Sheila made a motion to approve the financials as presented. Roy seconded the motion. Motion passed unanimously.
 7. Collections
 - Collections report from Patrick Willis was reviewed.
 8. Old Business
 - a. Demised Shrubbery
 9. New Business
 - a. 2018 Proposed Budget
 - b. Landscaping
 - c. Admin
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- d. Pool Fence
- e. Security Officer Bids
- f. Gutter Cleaning Bids
- g. Pool #1 Gate Repair Bids

10. Ratification

- Board terminated Grasshoppers
- Board hired Jedidiah Landscaping to take over the landscaping maintenance
- Board named Lizzette Santiago the administrative assistant to the association
- Board agreed to set up the office for Lizzette.
- Board agreed to increase Lizzette's pay to \$30,000
- Sheila made a motion to approve the ratification items. Roy seconded the motion. Motion passed unanimously.

11. Non-Compliance

- Violations report was reviewed.

12. Next Meeting Date

- a. Establish meeting date – Meeting date not established.

13. Adjournment

- With nothing else to discuss, Sheila made a motion to adjourn the meeting at 7:48pm. Roy seconded the motion. Motion passed unanimously.