

**Island Cove Condominium Association
“Zoom” Board Meeting
January 19, 2021, 4:30 p.m.**

MINUTES

Attendees: Carole Neubauer, President; Walter Stampley, Treasurer; Barb Park, Vice-President; Pat Moore, Secretary; Bob Lloyd, Director.

Call to Order (Carole Neubauer)

Carole Neubauer called the meeting to order at 4:30 p.m. and announced that there is a quorum of Board members present to have a meeting.

Approval of Minutes from December 15, 2020 Board Meeting

- A Motion was made by Pat Moore and seconded by Walt Stampley to approve the December 15, 2020 Minutes, as presented. **The motion passed unanimously.**

Treasurer’s Report (Walter Stampley)

- Walter Stampley reported the following balances as of the December 31, 2020 Financial Report.

Line Item	As of December 31, 2020
Operating Account	\$ 53,893.57
Reserves Account	\$364,276.17
Total Operating/Reserves Account	\$418,169.74
Net Income	\$ 20,328.25

- A Motion was made by Pat Moore and seconded by Walt Stampley to approve the December 31, 2020 Financial Report, as presented. **The motion passed unanimously.**

Walter Stampley noted that we ended the 2020 year with surplus funds of \$20,328.25. A motion was made by Walt Stampley and seconded by Bob Lloyd to roll the surplus funds of \$20,328.25 into the 2021 operating budget. **The motion passed unanimously.**

Old Business

- **Spectrum Cable TV & Internet Contract.** Carole Neubauer reported that the Spectrum contract for bundling Cable TV & Internet services will be in effect around January 26th. Spectrum has advised that correspondence about the new package and instructions for obtaining and returning equipment should be received by January 25th.
- **Unit 109A, Gutter Installation Completed.** Walter Stampley reported that the Board contracted with All Florida Gutters to install new gutters, downspouts, and underground drains at Unit 109A for a total cost of \$2,591.50. In addition, additional gutters were installed at 333, units 102B and 103B, for \$730. A motion was made by Pat Moore and seconded by Bob Lloyd to ratify the action taken by the Board to hire All Florida Gutters, for a total cost of \$3,321.50 to install gutters at 109A, 102B and 103B. **The motion passed unanimously.**

- **343 New Fire Alarm Control Panel Installed.** Carole Neubauer reported that the new Fire Alarm Control Panel box was installed in building 343 and the fire monitoring system restored on December 30th, 2020. ADS Security will return on January 20th for some final adjustments to phase 1 of the system upgrade. Discussions will be taking place with the ADS Security about the upgrade design and requirements of the Brevard County Fire officials.

New Business

- **Hot Tub Turned off until March 1st.** Walter Stampley reported that there was a problem with the disconnect switch at the heat pump. Steve Williamson offered to help Walt Stampley diagnose the problem and repair it. The necessary repairs were made, and the pump was run for 2-3 days. Walt Stampley thanked Steve Williamson for his help. The Board then decided to turn off the heat pump/hot tub until March 1st to save money. It's very costly to keep the heat pump at 104 degrees when the weather is so cold. He added that no residents are using the hot tub during cold weather. The hot tub will be run periodically to make sure all systems are functioning and will continue to be serviced by Handy Andy twice a week.
- **Annual Meeting April 20, 2021.** Carole Neubauer mentioned that the Annual Unit Owners' Meeting will be held on Tuesday, April 20, 2021 via "Zoom" at 6:00 p.m. The first notice of the Annual Meeting will be -e-mailed and distributed to all unit owners on February 19, 2021, 60 days prior to the Annual Meeting. This packet of information will include a Notice of Intent to serve on the Board for 1 year. The Notice of Intent must be received no later than March 11th. Carole urged all unit owners to think about serving on the Board. Carole Neubauer reminded them that we need a full Board of 5 members to manage the day-to-day activities at Island Cove so that we don't have to hire a management company which will be costly and result in an increase in maintenance fees.

Director Reports

Walter Stampley – Treasurer.

- **Sprinklers.** Walter Stampley reported that the sprinkler zones are checked every six months. Mike Park has been checking the zones. Extensive repair was necessary in zones 11 and 12 on the riverside outside of units 101A and 102A. It was discovered that the piping was too small, and 60 feet of new piping was laid. Zones 11 and 12 now have adequate water pressure to cover all grassy areas behind 343. Mike Park is currently checking the zones at 333. Some repair was necessary in zone 1. He should finish checking the zones at 333 this week.

Walter Stampley stressed that Mike Park has done an excellent job on checking the sprinkler zones and making the necessary repairs.

- **Units A401/301: Repair of bathroom sink drainage pipe.** Walter Stampley reported that there was a broken drainpipe in Unit 401A which was causing leaking into Unit 301A. Tim Howell hired a plumber for the repair, but it was clearly a condo pipe that had broken. Tim Howell was reimbursed \$425 for the cost of the plumbing repair. Walt Stampley cautioned unit owners in the 101-401 stack of building 343 to check for leaks

in the back bedroom and bath. Steve Williamson has volunteered to repair the sheetrock in units 301 and 401, as well as unit 304 where there was a water leak from unit 404.

- **Painting.** Walter Stampley reported that Mike Park has finished the painting at 333 and will be painting the breezeway floor on the 4th floor. A few residents have been complaining that the floor is slippery whether wet or dry. Walt is trying to determine when the floor was last painted, what type of paint was used, and what product should be used to paint the floor so that it is not slippery. Bob and Sandy Lloyd commented that the floor was never slippery until it was painted recently. Walt Stampley requested that residents contact him if they have any issues of slipping to report.

Bob Lloyd – Director.

- **Tree Trimming.** Bob Lloyd reported that he met with Chuck about trimming 46 palm trees and is expecting a written bid from him. Bob will accompany Chuck when the palm trees are trimmed to ensure that they are not over-trimmed and that the canopies are full. Bob is also obtaining a bid from Rusty Branch to trim the big oak tree on the riverside of the 343 building.

Pat Moore – Secretary

Trash & Recycling. No report.

Barb Park – Vice President – No report

Carole Neubauer – President

- **Coronavirus Update.** Carole Neubauer mentioned that there is a new strain of Covid-19 which is more contagious than previous strains. She urged all residents to take precautions, to exercise social distancing and to wear masks outside their units.
- **Committee Members Needed.** Carole Neubauer mentioned that we need more volunteers for our Clubhouse/Pool and Parking committees. Schedules are set up on a weekly basis. Please contact Carole if you'd be willing to serve on either of these committees.
- **Front Pedestrian Gate.** Carole Neubauer reminded residents that the front pedestrian gate is to remain closed and locked when not being used and asked that care be taken that it not be left open.
- **Amazon Delivery Issues.** Carole Neubauer mentioned that she had e-mailed the residents to let them know that Amazon is no longer contracting with UPS or USPS to deliver packages and is using their own Amazon drivers. To ensure that the packages ordered from Amazon or Amazon Prime is delivered without delay, she urged residents to put instructions directly on their online order. Just providing Amazon with a 3-digit code to call from the security box at the front gate would not ensure that the driver can get into the complex to make the delivery. Carole also asked to residents to make sure they have the correct address (343 or 333) AND the unit number on the order. Amazon can be given several delivery instructions when the online order is placed, such as gate code, elevator code, "deliver at front door", "don't deliver outside the gate", etc. Those instructions will remain on the account for future deliveries made to the same address.

Unit Owners' Comments

BJ Van Arsdall, Unit 107A, mentioned that they have an order from Amazon that is to be delivered on Jan. 25th. Carole Neubauer mentioned that they might be able to edit their delivery instructions with Amazon.

Sandy Lloyd, Unit 407A, mentioned that there are several areas in Building 343 where the soffits are missing. Walt Stampely mentioned that he will be getting a bid from All Florida Gutters for replacing the missing soffits. Carole Neubauer added that the soffits were blown off during the 2019 hurricane season and that we had been waiting for the 2020 hurricane season to be over before having them replaced.

Carole Neubauer thanked the unit owners for coming to the Zoom meeting and for their continued support.

The meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Pat Moore, Secretary

Approved on: _____