

**Island Cove Condominium Association
“Zoom” Board Meeting
May 18, 2021, 4:30 p.m.**

MINUTES

Attendees: Carole Neubauer, President; Barb Park, Vice-President; Walter Stampley, Treasurer. **Absent:** 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 (Carole Neubauer)

- **March 16, 2021 Board Meeting**
- **April 20, 2021 Board Reorganization Meeting.**

A motion was made by Barb Park and seconded by Walt Stampley to approve the minutes of the March 16, 2021 Board meeting and the April 20, 2021 Board Reorganization meeting as presented. The motion passed unanimously.

Treasurer’s Report (Walter Stampley)

- **Walter Stampley reported the following balances as of March 31, 2021 and April 30,2021:**

Line Item	As of March 31, 2021	As of April 30, 2021
Operating Account	\$ 66,087.43	\$ 62,901.67
Reserve Accounts	\$387,474.38	\$398,148.69
Total Operating/Reserve Accounts	\$453,561.81	\$461,050.16
Total YTD Income	\$ 84,000.35	\$110,600.96
Total YTD Expenses	\$ 74,993.53	\$104,793.89
Net YTD Income (Loss)	\$ 9,006.82	\$ 5,807.07

A motion was made by Walt Stampley and seconded by Barb Park to accept the financial reports of March 31, 2021 and April 30, 2021 as presented. The motion passed unanimously.

Old Business

- **Front Gate Repairs:**
 - **Chuck’s Landscaping.** Carole Neubauer reported that the insurance company for Chuck’s Landscaping reimbursed us the full amount of \$1,236.57 for the repair of the security gate box which was damaged on February 4th.
 - **Lowe’s Delivery Truck.** Carole Neubauer reported that a Lowe’s Delivery truck had knocked the gate post off when making a delivery to Unit 304A on February 28th. The insurance company handling this matter has been given all the paperwork and information about the claim and we are awaiting a refund of \$970.00 for a new gate post.
- **Martin Roofing Repairs**
 - **Roof Repairs.** Carole Neubauer reported that Martin Roofing repaired roof leaks at Units 402A (\$1,690.31), 403A (\$1,853.50), 404A (\$757.00) and 406A (under warranty). The total cost for those repairs was \$4,300.81.
 - **Soffit Repairs.** Carole Neubauer reported that Martin Roofing repaired the 343 soffits that were damaged during the 2019 hurricanes. The total cost was \$2,314.50 which included Martin Roofing’s cost of renting a lift for 1 day.
 - **Roof Hatch Replaced.** Carole Neubauer reported that Martin Roofing replaced the 343 building roof hatch which had literally fallen apart. The total cost was \$2,234.50.

New Business (Carole Neubauer)

- **Roof Leaks:** Carole Neubauer reported that Martin Roofing is preparing proposals to repair leaking around the chimney flue of units 402A/403A, a roof leak in Unit 407A, and roof leaks in Unit 103B's garage. The repairs will be scheduled when the proposals are received and approved.
- **Fire Safety**
 - **FACP Upgrades.** ADS Security will be designing and installing upgrades that are required by the fire code since we had to replace the original Fire Alarm Control Panel in December 2020. Some type of notification equipment will have to be installed in all 343 building units. Carole added that a walk-thru of select units will take place soon as part of the design phase. Unit owners and residents will be notified in advance of a scheduled walk-thru.
 - **Quarterly inspections.** ADS Security will be scheduling the quarterly inspection of the fire pump and the annual inspection of the fire alarms.
- **Elevator repairs**
 - **Mowrey Elevator.** Mowrey Elevator was called on May 7th to repair the 343 elevator doors as they were rattling and not opening and closing properly. Mowrey Elevator replaced the top door roller and two gibs. The invoice for this repair has not yet been received.
 - **Keypad repair.** On April 19th, the security keypad for the 343 elevator was not functioning and Gate Technologies repaired some internal insulation for \$85. They will return to pull new wiring into the security keypad.

Director Reports

Walter Stampley – Treasurer

- **Hot tub**
 - **Suttons.** Walt Stampley reported that Suttons Pools had replaced 6 jets and a blower for \$576.75. The hot tub is working much better.
 - **Leak.** Walt Stampley reported that the hot tub is still leaking. It drops about 1 inch per day, and water is added to it frequently. We were advised by Red Rhino that the skimmer is cracked. Walt Stampley, Tony Laurretta & Steve Witt verified that the skimmer is cracked, and Tony Laurretta applied epoxy to the cracks. Suttons Pools will replace the skimmer for \$1,200. Walt is getting additional estimates. Walt thanked Tony Laurretta (Unit 109A) for his help in conducting tests, analyzing data, +and making minor repairs.
- **Sprinklers**
 - **Steve Witt.** Walt Stampley reported that Steve Witt has been assisting him with various sprinkler problems. The 333 pump has failed several times. Valve 14 has not been opening which causes pressure on the pump. Steve will return to replace this valve. New sprinkler heads were installed outside the 343 lobby.
 - Walt Stampley asked residents to report sprinkler problems to him and that their help in identifying problem areas is greatly appreciated.
- **Landscaping.** Walt Stampley reported that Chuck's Landscaping had laid sod in select areas where grass has not been growing, that mulch was put in areas as needed, and that the bougainvillea was trimmed at no charge. The bushes were hanging over the roadway at 333 and Chuck has been instructed to keep them trimmed back off the roadway. He added that sod has been ordered and will be laid outside Units 108A and 109A where there isn't enough sun.

Bob Lloyd – Director (by Carole Neubauer)

Carole Neubauer reminded unit owners that, as part of the 2021-22 Board reorganization, Bob Lloyd is now in charge of building maintenance, maintenance and janitorial services and tree trimming. Carole Neubauer is filling in for Bob while he is away and is overseeing maintenance and janitorial services. Carole thanked Walt Stampley for his continuing help in identifying areas that need attention. Mike Park has been continuing paint projects in Building 343, 333 and in the pool area. He's assisting Walt with some sprinkler, landscaping and drainage projects as needed. He's been repairing building lights and lights around the complex that are in disrepair. Mike cleans twice a week. Carole encouraged all unit owners to notify her if there is a maintenance or janitorial problem that needs attention. She thanked Walt for his hard work and dedication and thanked the unit owners as well for their help.

Pat Moore – Secretary – no report

Barb Park – Vice President – no report

Carole Neubauer – President

- **Covid 19 update.** Carole Neubauer reported that, although CDC guidelines have recently changed to loosen up some restrictions, the Board has decided that the Covid-19 protective measure that are in place at Island Cove will remain as they have been. Specifically, the north and south white security gates will remain open during the day but closed at night, and unit owners and residents are requested to exercise social distancing when at the pool and clubhouse.
- **Units 307A and 104B new owners.** Carole Neubauer welcomed our new neighbors: Unit 307A is owned by the Roseann Nicol family. Unit 104B is now owned by Linda Gash.
- **Trash & Recycling area – bulk items policy.** Carole Neubauer mentioned that the policy for leaving bulk items in the 343 recycling area has changed. Waste Management requires that only a Board member contact them for a special pickup of bulk items. In addition, Waste Management has some new regulations about what they will take. It would be appreciated if residents would contact Carole Neubauer or Pat Moore in advance of dropping items off for bulk pickup, especially if there is a question about whether the item might be taken.
- **Hurricane Preparedness.** Information will be e-mailed soon to all unit owners that will outline details of preparing for the 2021 hurricane season.
- **Clubhouse use.** Carole Neubauer reminded all residents that the Clubhouse is reserved for the use of unit owners and residents, preferably for a reserved occasion. It should not be used by people simply using the pool or hot tub and should never be used by children or young adults who are not supervised by the unit owner or resident or another responsible adult. Keys to the pool area are for residents only and are not to be given to non-residents or guests.
- **Trespassing.** Carole Neubauer noted that there are still some instances of trespassing on our property. She encouraged all residents to be vigilant and if they see any trespassers or any suspicious activity to contact the Sheriff at their non-emergency phone number: 321-454-6652 .
- **343 Water Usage.** Carole Neubauer reported that the water usage in Building 343 is critically high. She urged all residents to again check their facilities for leaks. Cocoa Water will be contacted again to check the meter, and we will continue to look for a leak in the building.

Unit Owners' Comments

Len Brown mentioned that residents are often disposing of cardboard boxes without breaking them down. Len asked that the residents be reminded to break the cardboard down and dispose of it in the green recycling bins. Carole Neubauer will send a reminder e-mail to the residents.

Adjournment

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Pat Moore, Secretary

Approved on _____