

**Island Cove Condominium Association  
Board Meeting at the Clubhouse  
May 23, 2022, at 7:00 p.m.**

**Minutes**

**Call to Order:** Jennifer called the meeting to order at 7:00 PM.

**Establish Quorum:** President Tony Lauretta, Vice President Calvin (Cal) Burch, Treasurer Steven Goodlive Secretary Vicki Huet (Bates), and Director at Large Jim Fordman were present. A quorum of the Board was established, along with 30 owners present via proxy. There were 20 owners present at the clubhouse. Jennifer confirmed notice of the meeting notice days prior, delivery of notice and posted on the bulletin board.

**Approval of May 9, 2022, Board Meeting Minutes** - Jennifer requests a motion to approve the May 9, 2022, minutes. Tony motioned to approve the prior minutes, and Cal seconded. All present voted in favor, and the motion passed.

**Treasurer's Report** - Jennifer reported as of April 30, 2022

|                    |    |            |
|--------------------|----|------------|
| Operating Account: | \$ | 55,421.08  |
| Reserve Account:   | \$ | 426,695.55 |
| Total              | \$ | 482,116.63 |

All owners are paid in full, no late units.

**Old Business**

**Ratify Proxy:** A limited Proxy Vote was (dated for May 23) is needed to move monies from reserve funding for the roof replacement project:

|                         |    |                            |
|-------------------------|----|----------------------------|
| <b>Material Deposit</b> | \$ | <b>219,073.05</b>          |
| <b>Roof Reserves</b>    | \$ | <b><u>- 130,000.00</u></b> |
|                         |    | <b>89,073.05</b>           |

Jennifer confirmed, at the May 9, 2022, Vicki verified that 30 limited proxies had been received for moving the reserve funds. Jennifer reported that 29 owners have voted in favor of using \$20,000 from Dock Reserves, \$30,000 from Elevator Reserves, and \$39,073.05 from Painting reserves, or \$89,073.05 for the roof replacement project, and one owner voted no. Only 22 yes votes needed to pass moving reserve funds. At the May 9, 2022, meeting, the Board went ahead to approve as the votes needed was available. The following funds will be used for the roof project. The Board will reimburse the reserve accounts once the special assessments are received from the owners on or after August 1, 2022. Jennifer requests the Board to ratify the motion as the limited proxy were dated for the meeting on May 23, 2022. Cal motioned to ratify the vote from the May 9, 2022, meeting, and Vicki seconded. All voted in favor.

**Membership approved funds from the following reserves to be used towards Roof Replacement:**

|   |    |                  |
|---|----|------------------|
| Docks Reserves Line Item 3027             | \$ | 20,000.00        |
| Elevators Reserves Line Item 3002         | \$ | 30,000.00        |
| <u>Painting Reserves Line Item 3004</u>   | \$ | <u>39,073.05</u> |
| Total Reserves moved to operating account | \$ | 89,073.05        |

**ATP Fire Safety Update Status** – Cal reported ADS did not the full their contract as the fire department wrote up Island Cove for several violations. The Board canceled ADS contract as of May 31, 2022 and signed a contract with ATP for fire/sprinkler monitoring. Cal stated wireless devices have not been delivered. The Board elected to wait until all parts are in prior to starting on the ATP Fire upgrade installations.

**Roof Update** – Tony reported the tiles will be delivered. The Board will start with Building 333. Jennifer will send notification once information is known from

**New Business**

- **Review of Vendor contracts**
  - o **Fire System/Monitoring** – Cal reviewed above.

- **New Generator Company** – Tony reviewed that the Noah’s Arc in Cocoa, company used to test of the generator once a year to make sure the unit provides the correct output when the generator is needed.
- **New Maintenance and Janitorial Services**
  - The Board reviewed new janitorial services twice a week for \$500 a month. The Board has been assisting with maintenance items. If any owners have any feedback, suggestions, or concerns to send to management. The Board is accessing the frequency and need of cleaning duties.

### **Director Reports**

Sprinkler System – Jim is working on repairs in zone around B103-B106 well is not working, unknown timeframe from Steve Witt and/or another vendor. Jimmy reported the well system is not functioning due to the drought. Jimmy discussed sprinkler system behind Building 333 is not working well therefore manual sprinkler system to prevent the grass from drying out.

Building 333 Plants – Cal reviewed Holly bushes are dying with the lack of water due to the extended dry spell. Cal and Tony are working on cost, plant installation timeframe with the landscapers. The landscapers stated the best time is to add plants in the fall as right now there is a dry spell. Chuck suggested Indian Hawthorn bushes. Owner stated the plants have been there for 30 years, may need fertilizer, and clippings. The Board asked the residents if they agree worth saving. The audience stated possibly not if the cost does not exceed the benefit of keeping and replacement may be better. Owner stated the plants may need micronutrients to help them bounce back.

### **Management Report**

Gate – Jennifer reported the Board fixed the gate. The Board reviewed security system cameras may be added in the future depending on budget.

Jennifer sent a reminder residents need to lock up restrooms. Incident where the bathroom was left unlocked.

### **Unit Owners’ Comments**

Owner request when will the reserves be reimbursed. The Board reviewed once the funds are received for the special assessment on August 1, 2022, the Board will replenish the reserves. The Board will review the line items for projects such as pool resurfacing. The Board may possibly go for a future vote for pooling reserves as many condominiums have moved away from component method to pooling reserves methods. Jennifer stated many condominiums get a reserve study done. The Board will review all of Island Cove components and life expectancy, further research is needed.

Owner requested to when the wireless sounders in the unit will be installed. The Board reviewed that the new panel has been delivered. The shipping for the wireless sounders has not been received therefore the Board will not install until all components are in.

The Board request the audience to review the 2022 Budget on [www.cloverkeyinc.com](http://www.cloverkeyinc.com).

Owners brought up the security gate was not open for emergency services. The Board will review Island Cove’s codes and key with the fire department, police, and ambulance personnel.

**Next Board Meeting Date/Time:** Tuesday, June 21, 2022, at 5:00 P.M.

**Adjournment:** Cal motioned to adjourn the meeting at 7:48 PM, and Vicki second. All voted in favor and the meeting adjourned.

**Respectfully submitted,  
Jennifer Vo, CAM#50768  
Clover Key, Inc.  
Manager**