

**Island Cove Condominium Association  
Board Meeting at the Clubhouse  
Held on Tuesday, June 20, 2023, at 5:00PM**

**MINUTES**

**Call to Order** – Lindsey called the meeting to order at 5:00PM.

**Establish a Quorum** – A quorum was established with President Cal Burch, Vice President Steve Williamson, Secretary Vicki Bates, Treasurer Steve Goodlive, and Director at Large Jim Fordham present.

**Approval of Prior Board Meeting Minutes** - Cal made a motion to approve the March 21, 2023 board meeting minutes. There was a second, all were in favor, and the minutes were approved.

**Financial Report** – Lindsey reported the financial balances as of the end of May. Insurance expenses have been the biggest impact on the budget this year. It has been an issue across the state of Florida.

**Manager's Report** – Lindsey reported AppFolio is implementing a \$2.49 processing fee to their online payments. This is not Clover Key's or the Associations fee. We do apologize for the inconvenience. Photos and videos have been taken of the property to document condition at the start of hurricane season.

**Old Business**

- **Landscaping Maintenance** – Your board and volunteers are hard at work with maintaining the premises.

**New Business**

- **Milestone Inspection & Reserve Study** – Cal made a motion to accept Karins Engineering contract to complete the milestone inspection, standard reserve study, and the structural integrity reserve study for a total of \$9,625. There was a second, all were in favor, and the motion passed. This expense was planned for in the 2023 operating budget.
- **Elevator Compliance** – A law was implemented that requires all elevators in Florida to comply with a "Door Lock Monitoring" system. Elevator is estimated to be down for approximately 3-4 weeks. This may be a hardship on a few owners at the 343 building. It was brought to attention at the meeting to check with your insurance company and inquire about hardship coverage with your personal property policy.
- **Hurricane Prep** – Floor captain volunteers are needed for this hurricane season. Please get in contact with Vicki if you are interested.
- **Emergency Contact Forms** – We are asking that all owners ensure there is an emergency contact on file for your unit. The association wants to be best prepared to help you in the event of an emergency.
- **Friday Fun Nights** – Some owners are interested in seeing more community events take place. Vicki is looking for volunteers that are interested in volunteering for different items for Friday Fun Nights. Fun and casual events are being planned for owners to come together and enjoy each other's company.
- **Office Equipment** – Vicki thanked a few owners who have donated some recent equipment for the clubhouse. A music keyboard, DVD player, and a printer were donated.

**Rules & Reg. Committee** – Rules and regulations committee got some feedback from the Board of Directors. A new committee meeting will take place to update some items.

**Next Meeting Date**

Tentatively July 18, 2023, at 5:00PM.

**Adjournment** – With no further business to discuss the meeting was adjourned at 5:48PM.

**Lindsey Wilson, CAM#57168  
Clover Key, Inc.  
Manager**