

**Island Cove Condominium Association**  
**Board Meeting**  
**At the Clubhouse**  
**Tuesday, July 18, 2023, at 5:00PM**  
**MINUTES**

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

**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 motion to approve the June 18, 2023, meeting minutes and the motion passed.

**Financial Report** - Lindsey reported the financial balances as of the end of June with an operating balance of \$48,599.53 and a reserve balance of \$244,012.38.

**Manager's Report (Lindsey)** – Another reminder that AppFolio has implemented a \$2.49 transaction fee to AppFolio. A few owners have asked about painting of the walkways at the 343 building, and it is on maintenance's radar.

**Old Business**

- **Landscaping Maintenance (Steve Williamson)** – There are no concerns at the moment. New shrubs have been installed in various areas and the property looking really good right now. .
- **Elevator Compliance/Modernization (Cal)** – Proposals are coming in from Mowrey Elevator, Sapphire Elevator, Premier-Oracle, and TK Elevator and the Board will continue to review proposals to find the best fit.
- **Insurance Offer (Lindsey)** - The current holder for the property insurance policy is Frontline Insurance and they have just been approved to write “admitted paper” policies, so the state will pay any shortfall if Frontline goes insolvent. The carrier is offering to re-write the current policy at the same premium to take advantage of the new benefits. This option is also locking in the same premium cost for 2024.
- **Hurricane Prep** – Vicki is asking for a list of volunteers to help around the property in the event of an emergency.
- **Emergency Contact Forms** – Thank you to everyone who has turned in their forms. Vicki will hand deliver papers to those still missing.
- **Friday Fun Nights** – Vicki announced that events will be added to the calendar on the bulletin boards by the elevators. Owners are welcome to add events to the calendar if they want to plan an event that will be open to the community.
- **Gutter Maintenance** – Gutters Unlimited is scheduled to come out approximately next month to maintain some areas in the 333 and 343 building. Some owners are reporting they are seeing the gutters overflow and waterfall off the roof on the west end of the 343 building, and we will have the vendor review these issues when they are on site for repairs.

**New Business**

- **Maintenance Requests (Cal)** – Please submit maintenance requests through AppFolio. If you do not have access, please contact management and a request can be open for you. This will help management, maintenance personnel, and volunteers keep up with your requests in a timely manner.
- **Employee Compensation** – Steve W. complimented Clemmie's work ethic with the association. He has put in a lot of effort. Steve W. made a motion to increase Clemmie's pay by \$2.00/hour, retroactive to July 1, 2023. There was a second, all were in favor, and the motion passed.

- **Any New Business After Time of Posting**

- **Pool Inspection** - Len reported the health department performed their inspection and flagged a few things that needed updated. Drain grates in both the spa and pool have been replaced and chlorine tablets were changed to bromine. The health department also flagged the association on the operating hours, so the pool must comply with state regulations and be open from dawn to dusk only. A lighting survey is required to be on file with the state in order to be open beyond dusk. Cal made a motion to proceed with having an engineer complete a lighting survey to submit to the state so the pool can continue to be open for owners after dark during the fall. All were in favor and the motion passed.

**Rules & Reg. Committee** – Carole was absent but the rules and regulations are still being reviewed.

**Next Meeting Date**

**Next Meeting** – Tentatively August 29, 2023

**Adjournment** – With no further business to discuss, the meeting was adjourned at 6:03 PM.

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