

**Island Cove Condominium Association
Board Meeting
At the Clubhouse
Tuesday, August 29, 2023, at 5:00 P.M.
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 – Vicki made a motion to approve the July 18, 2023, meeting minutes and the minutes were approved.

Financial Report – Lindsey reported the operating account balance of \$52,015.19 and reserve fund balance of \$259,055.24 as of the end of July 2023. No units are past due.

Manager's Report – The deposit was made to schedule the Lighting Survey so the proper documentation can be shared with the state. Once the report is complete and approved, the association will be able to open the pool before dawn and after dusk.

Old Business

- **Insurance Offer** – The new insurance policy has been rewritten as admitted paper and it is reported by the carrier that the policy premium cost is locked in and will renew at the same cost in February 2024.
- **Stairwell door repair** – Steve W. reported that the stairwell door repair has been completed.
- **Mowery Elevator Upgrade** – The contract with Mowrey for the elevator modernization has been signed and deposit paid. There will be a waiting period before the start date what the parts undergo manufacturing.
- **Gutters Unlimited Schedule** – Gutters Unlimited is scheduled for September 13, 2023, with an arrival time from mid to late afternoon.
- **Maintenance Requests & Using Appfolio (Cal)** – This is a reminder for owners to use the AppFolio portal to submit maintenance requests. If you have any issues, you can go through management to have your request submitted on your behalf.
- **Hurricane Prep (Vicki)** – Hurricane captains have been assigned for each floor and buildings.
- **Reporting on Lighting, Milestone & Reserve Inspection** – Karins engineering will be on site September 7th to complete inspections of the property for the milestone report and the reserve study.

New Business

- **New residents in 304A & 101B** – Monica Hammer and Theresa Guest are new part time residents.

- **ATP Fire Tech Repairs** – It was just recently discovered in 304A that a nail was put into a water line during development. ATP is working to resolve the issue.
- **BCFD Fire Inspection** – The fire inspector reviewed the property and said it was one of the best he has seen on Merritt Island. All the reports came back with no issues found. He will have to come back to reinspect because the generator was serviced the day after he was on site.
- **Generator Service & Follow up scheduling** – Alternate Source Generator was on site this month to complete the annual service. A handful of items need more attention, and they are working to get everything taken care of.
- **Solar light** – A solar light at the clubhouse is out. Steve W. is troubleshooting to get the light repaired.
- **104A & 304A renovation (Steve Williamson)** – Renovations are finishing up so future noise should be minimal.

Rules & Regulation Committee – There is a rules and regulations meeting scheduled for September 5, 2023 to review all final edits.

Open Forum: Barbara Park addressed the trouble she has had trying to get a skylight installed in her unit with Advanced Roof Technology. The board attempted to work with her and ART to proceed with installation, but ART gave notice to terminate the contract in March. The deposit paid by Barbara was refunded.

Next Meeting Date – September 19, 2023

Adjournment – With no further business to discuss, the meeting was adjourned at 5:38PM.

Lindsey Wilson
CAM#57168
Clover Key, Inc.