

**Island Cove Condominium Association
Board Meeting
At the Clubhouse
Tuesday, March 19, 2024 at 5:00 P.M.**

Minutes

Attendees: Calvin (Cal) Burch, President
Steve Williamson, Vice President
Vicki Bates, Secretary
James (Jim) Fordham, Director at Large
Steve Goodlive, Treasurer was absent
Jennifer Vo & Megan Giancatarino, Managers of Clover Key, Inc.
Unit Owners: 13

After a roll call of the Board of Directors, a quorum of the Board was established, and Megan called the meeting to order at 5:04 P.M.

Certify Notice of Meeting: Megan certified that Vicki posted the agenda to the bulletin boards 48 hours prior to the meeting.

Approval of Prior Board Meeting Minutes (February 20, 2024): Cal motioned to approve the February 20, 2024, meeting minutes, the motion was seconded, all voted in favor, and the motion carried.

Financial Report: Megan reported as of February 29, 2023:

Operating:	\$	47,184.53
Reserves:	\$	<u>216,116.82</u>
Total	\$	263,301.35

As of February 29, 2024, we had 4 owners outstanding for one month's dues, partial dues balance, and late fees.

Old Business

- 1. Special Assessment Update** – Megan reported all owners have paid first half and only 22 owners have the second half left to pay. The rest paid their special assessment in full.
- 2. Elevator Rebuild Date** – Cal reported that the start date was still set for March 25th. He and management will continue attempts to contact Mowrey to confirm. Owners will be notified if this date changes. Cal reiterated the importance of making personal preparations for the time frame the elevator is down; whether it be arranging a stay elsewhere or ensuring you have the ability/resources to get up and down the stairwell. He told owners to make sure their universal stairwell key works on both the landing and exit doors and that phone numbers of resources for assistance will be provided. Vicki added that Clemmie has offered to assist owners on the steps or carry things up and down during his working hours. Jim will adjust crash bars on doors that have them to ensure they don't latch so people don't get locked in if they don't have their key. Keep in mind, not all doors have crash bars, some require a key.
- 3. Update on Pool, Deck & Spa** – Jim reported that Pool Doctor will come in after LRE completes their work. Cal reported the deck project is being put off for the time being.

4. **Clubhouse Stabilization** – Jim reported April 11th is the tentative start date for LRE.
5. **Security Camera Update** – Vicki reported her husband and Len set up a camera facing the gate and it is functioning properly. She reiterated the camera has no view of residents in the pool or spa.
6. **Osprey Platform** - Cal followed up and reported it is still an open ticket because FPL work must be completed by the service department in conjunction with the environmental department.
7. **Soffit Repairs from Windstorms** – Cal reported that repairs will be scheduled sometime next week. The work requires a high-lift rental which can take some time to acquire.
8. **Spa/Heat Pump Repairs** – Cal passed off to Len who reported the parts were on backorder and it would likely be a couple of weeks. The board thanked Len for his assistance on this project.
9. **Pressure Washing Volunteers** – Jim asked that other owners help with pressure washing the driveways and sidewalks. He stated he is still backed up with other work and wouldn't be able to start until late April. He advised there is a pressure washer owners can use if they'd like to wash their own space. Contact Jim for more information.

New Business

1. **New Manager & Management Recognition** – Cal welcomed Megan Giancattarino as the new manager and the board expressed their gratitude for the assistance Clover Key has provided to them over the years. Jim thanked the previous board for acknowledging the association's need for management and bringing Clover Key on board.
2. **Recognition** – Cal recognized Vicki for all the hard work she puts into supporting the community as a board member; promoting community engagement, setting up the gym, events, working alongside management to stay up to date on legal requirements, and holding the board accountable.
3. **Lights** – Steve installed lights in the electrical room. Light bulbs in 2nd floor stairwell and light over some residents' doors reported burnt out. Residents advised to submit work orders for these.
4. **Bridge Foundation** – Steve reported the bridge foundation has ground washed away at the southeast corner that will need to be rebuilt.
5. **Sealing Dock & Painting Garages** – With all current projects going on, these are being put off until the others are completed.
6. **Legal Updates** – Cal reported that Becker provides bi-weekly training sessions owners can view. Since the surfside collapse, condo laws have been rapidly changing and it's important for owners to stay up to date. Some of the new laws include DBPR inspections, maintaining certain digital records, and boards can now be faced with criminal penalties over these matters.
7. **SIRS (Structural Integrity Reserve Study)** – Keystone provided a preliminary SIRS report. Board intends to have meeting to go over numbers and make sure all board members understand them before voting on approval and submitting to Keystone. The meeting will be open to members, but it will not be an open discussion. The board will discuss, and members may observe.
8. **Lobby Door** – Reminder to residents to please shut the door behind you to keep the lobby clean.

Adjournment – Cal made motion to adjourn, Jim seconded, meeting adjourned at 5:48PM.

Next Meeting – Annual Meeting: Tuesday, April 16, 2024

Respectfully submitted,
Megan Giancattarino
CAM#60353
Clover Key, Inc.