

ORCHID COVE CONDOMINIUM, INC
Board of Directors Meeting
July 19, 2018 at 6:00 PM
Progressive Community Management, 3701 South Osprey Lane
Sarasota, FL 34239

MINUTES

Meeting Called to Order / Establish a Quorum – at 6:02 PM the meeting was called to order by the President, Kim Loskota. Kim Loskota and Secretary, Patti Balogh were in attendance via conference call. Treasurer Yulianna Westover and Judie Littell, LCAM, representing Progressive Community Management, Inc. (PCM), were in attendance at the PCM office.

A quorum was established.

Proper Meeting Notice - The agenda was posted on the Orchid Cove premises and on the Orchid Cove website, in accordance with the requirements of the Florida Statutes.

Approval of Meeting Minutes – Patti Balogh **motioned**, seconded by Yulianna Westover, to approve the April 19th, 2018 meeting minutes as written. **The motion passed unanimously.**

Approval of Financial Report – Yulianna Westover **motioned**, seconded by Patti Balogh, to approve the June 2018 financial report. **The motion passed unanimously.**

Old Business –

- Quotes for miscellaneous work—Judie Littell is working on obtaining quotes for 1) gutters on the pool house, 2) replacement of the electrical box at the entrance to Orchid Cove & installation of 2 ceiling fans at the pool house, 3) uneven concrete walkways. Judie did meet with a contractor in regards to the areas of uneven concrete, unfortunately, this contractor does not do any work with stamped concrete. She will contact another concrete company in regards to this, to obtain another opinion/quote.
- Keys to Units—No additional keys have been collected, we still only have about 50% of the owner's keys or emergency contact info. We have been unable to send a letter regarding key collection, though, because we don't have everyone's email addresses. It was decided that when the Key Collection Letter, that had previously been sent to the residents, is updated, PCM will mail it to the residents again.
- Landscape Committee—Kim Strub has resigned from the landscape committee, so Greg Blanchard is the only member at this time. Kim Loskota mentioned that in the fall, we may want to think about meeting with the president of Florida Lawn Pro to discuss the future of the palm trees in Orchid Cove, due to the problem of the roots and the concrete lifting.

New Business –

- Investments—Kim Loskota has brought it to our attention that the monies we have at Cadence Bank total > \$250,000, which is over the maximum for FDIC to insure. Kim is asking if some of the surplus (that is now in the checking acct) should be invested, maybe in a Money Market in another bank. Judie Littell will talk to Peter Johnson, who works in financials at PCM, about the best thing to do.
- Delinquencies—There are a few accounts that are late paying the association payments, but with the change in banks, it was decided not to send out the letter that charges the residents for late payments. Will give until the October payment, before the delinquent letters will go out.
- Rules Update—The board will be working on changing what can be used for Screen Doors and Hurricane Shutters, to include the Phantom Retractable Screen Door and the Astro Guard Hurricane Fabric some owners have expressed interest in purchasing.
- Updated ARC form—There is a newly updated ARC form on the website, under Owners/Forms/ARC form. Kim Loskota **motioned**, seconded by Yulianna Westover, to approve the new ARC form. **The motion passed unanimously.** Judie Littell will send the new ARC form to those residents who have made changes without having filled out an ARC form, in regards to new screen doors.

- Hurricane Preparedness—There still has been no volunteers for the Hurricane Preparedness Committee, which was proposed at the last meeting.
It's important to have plans in place to prepare in case of a hurricane, and to be able to communicate between the board members and the residents, especially in the event an evacuation is necessary. We will try to put a short list together containing information such as what to do with medications, important documents, pets, etc., to give to the residents.
Again, it was mentioned that there is a lot of information on the Manatee County website. Judie Littell will look into obtaining information we may be able to print & handout to the residents. There are also links on our website, under the Owners section, for Hurricane Preparedness information.

Owner comments/Concerns—there are none at this meeting.

Next Meeting is August 24th, 1:00 PM, Progressive Community Management office.

Adjournment – A **motion** was made by Kim Loskota, seconded by Patti Balogh, to adjourn the meeting. **The motion passed unanimously.** The meeting was adjourned at 8:25 PM by President Kim Loskota.

Respectfully submitted,
Patti Balogh
Secretary, Orchid Cove Condominium Association.