

ORCHID COVE CONDOMINIUM, INC.
BOARD OF DIRECTORS MEETING
Tuesday, July 21, 2020 – 6:30 PM – via Zoom.com
Meeting Number: 836 4750 8512 - Password: 249420
(See Instructions on the Next Page)
7534 Marsh Orchid Circle

MINUTES

Meeting Called to Order / Establish a Quorum – At 6:33 PM the meeting was called to order by the President Kim Strub. Kim Strub, Cynthia Cook, Greg Blanchard and Judie Littell, LCAM, representing Progressive Community Management, Inc. (PCM), were in attendance. Three Board members were present.

Recording of Meeting – Judie Littell (Zoom host) made a Zoom recording of the meeting.

Proper Meeting Notice – Meeting notice and the agenda were posted on the Orchid Cove premises in accordance with the requirements of the Florida Statutes.

Approval of Meeting Minutes –

1. **Minutes for June 16, 2020 Board of Directors Meeting.** Kim Strub **moved** approval of the June 16, 2020 minutes and Greg Blanchard **seconded**. **Motion to approve the June 16, 2020 Board of Directors Meeting minutes passed unanimously.**
2. **Minutes for June 28, 2020 Special Board Meeting.** Kim Strub **moved** approval of the June 28, 2020 minutes and Greg Blanchard **seconded**. **Motion to approve the June 28, 2020 Special Board Meeting minutes passed unanimously.**

Officer's Reports -

1. President – No report.
2. Treasurer – Approval of Monthly Financials – June 2020. Deferred due to pending corrections.
3. Secretary – The Secretary reported verbally recent completion of Community Reserve Study training.

Committee Reports –

1. Document Rewrite Committee – No report.
2. Landscape Committee – No report.
3. Communication Committee – No report.

Old Business –

1. Annual Fire Sprinkler Repairs – Complete.
2. Annual Back flow Repairs – Complete.
3. Quarterly Alarm inspections – Complete.
4. Attorney review of Rule Enforcement Committee – Noting to report.
5. Butler Matrix Report – Nothing to report.
6. Insurance Claim Filing – Noting to report.
7. New formation of committees:
 - a. Maintenance Committee – Recruit members.by e-mail
 - b. Pool Committee– Recruit members by email
 - c. Welcoming Committee – Recruit members.by email

- d. Rules Enforcement Committee – Recruit members e-mail
- 8. Backflow Extension and Bark Removal (around backflows) – No action.
- 9. CD purchases – No action.

New Business –

- 1. Consideration of a proposal from the landscaper to boot community cabbage palms - Kim Strub **moved** acceptance of the proposal to boot 35 cabbage palms at a total cost of \$1600 and Greg Blanchard **seconded**. **Motion to accept the landscaper proposal for the described service passed unanimously.**
- 2. Consideration of quotations to Power Wash the Front of the Buildings – Kim Strub **moved** acceptance of the lowest cost proposal for the desired service of \$1200 and Greg Blanchard **seconded**. **Motion to accept the proposal for the desired service passed unanimously.**
- 3. Re-strapping of Pool Furniture – Deferred.

Any other business that comes before the board – No other business.

Owner comments – No comments.

Schedule next board meeting – September 15th at 6:30 PM by Zoom.

Adjournment – With no other items to discuss, the meeting was adjourned by President Kim Strub at 7:28 PM.

Respectfully submitted,
Greg Blanchard
Secretary, Orchid Cove Condominium Association.