

ORCHID COVE CONDOMINIUM, INC.
BOARD OF DIRECTORS MEETING
Tuesday, October 20, 2020 – 6:30 PM – via Zoom.com
Meeting Number: 899 1728 6166 - Password: 845809
7534 Marsh Orchid Circle

MINUTES

Meeting Called to Order / Establish a Quorum – At 6:31 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 – The meeting was not recorded.

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

Outside Guests:

1. Ray Ciemniecki, Green Thumb Landscape Management, Inc. – 6:30 pm
2. Bill Conrad, Sunrise Landscaping – 7:00 pm

Approval of Meeting Minutes –

3. **Minutes for September 15, 2020 Board of Directors Meeting.** Kim Strub **moved** approval of the September 15, 2020 minutes and Greg Blanchard **seconded**. **Motion to approve the September 15, 2020 Board of Directors Meeting minutes passed unanimously.**

Officer's Reports -

1. President – None.
2. Treasurer – Approval of Monthly Financials – September 2020. Kim Strub **moved** approval of September financials and Greg Blanchard **seconded**. **Motion passed unanimously.**
3. Secretary – None.

Committee Reports –

1. Document Rewrite Committee – No report.
2. Landscape Committee – No report.
3. Communication Committee – No report.
4. Maintenance Committee – No report.
5. Pool Committee– Board may update Pool Rules for COVID-19 as “Snowbirds” return and pool use increases.
6. Rule Enforcement Committee- No report.
7. Welcoming Committee – No report.

Old Business –

1. Roof Insurance Claim Update – Information item.
2. 2021 Budget Discussion, Voting for Approval at November Board Meeting.
 - a. Cynthia Cook **motioned**, **seconded** by Greg Blanchard to accept the 2021 Proposed Budget and authorize PCM to send out the 14-day notice to the members that the budget will be adopted by the Board at the November 17, 2020 board meeting. The maintenance fee will remain \$755 for 2021. **The motion passed unanimously.**

3. Back-flow Extension and Bark Removal – Waiting for cooler weather.
4. Insurance 2021 – Good resolution; but asking for policy start date to be moved from Oct. to Jan.

New Business –

1. Reserve Study. Discussion item.
2. 2021 Budget Planning. Discussion item skipped due to length of Agenda.
3. Insurance 2021. Discussion item skipped due to length of Agenda.
4. Staining and Seal-Coasting Driveways – Discussion item skipped due to length of Agenda.
5. Landscape Vendor
 - a. Greg Blanchard **moved** and Cynthia Cook **seconded** accepting the proposal by Green Thumb Landscape Management, Inc. for landscape maintenance services. **Motion passed unanimously.**
6. Mailings for Coupon Books, Proxy Letter and Annual Meeting. Discussion item.

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

Owner comments – Cynthia Cook asked for additional flowers in the entry sign garden.

Schedule next board meeting – November 17th at 6:30 PM by Zoom.

Adjournment – With no other items to discuss, the meeting was adjourned by President Kim Strub at 9:03 PM.

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