

ORCHID COVE CONDOMINIUM, INC.
BOARD OF DIRECTORS MEETING
Tuesday, December 08, 2020 – 6:30 PM – via Zoom.us
Meeting Number: 847 7029 1803 Password: 912011
7534 Marsh Orchid Circle

MINUTES

Meeting Called to Order / Establish a Quorum – At 6:37 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.

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 November 17, 2020 Board of Directors Meeting.** Kim Strub **moved** approval of the November 17, 2020 minutes and Cynthia Cook **seconded. Motion to approve the November 17, 2020 Board of Directors Meeting minutes passed unanimously.**

Special Guest on Reserve Study: Patricia Staebler

Officer's Reports -

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

Committee Reports –

1. Document Rewrite Committee – No report.
2. Landscape Committee – Tree trimming discussion was continued under Old Business.
3. Communication Committee – No report.
4. Maintenance Committee – Volunteer effort to remove excess mulch around meters 1/3 complete.
5. Pool Committee– No report.
6. Rule Enforcement Committee- No report.
7. Welcoming Committee – No report.

Old Business –

1. Roof Insurance Claim Update – Information item: No news.
2. Back-flow Extension and Bark Removal – Remaining work on this DIY project deferred for cooler weather.
3. Insurance 2021 – Information item: Waiting for confirmation that policy anniversary date was moved to January.
4. New Landscape Vendor – Information Item: Green Thumb has started service.
5. Mailings for Coupon Books, Proxy Letter and Annual Meeting – Information item: Discussed content and timing of these communications.
6. Schedule tree trimming for January 2021 – No Action: Insufficient number of bids received.

4. Schedule power washing of driveways and sidewalks in January 2021 – Kim Strub **moved** to authorize the President to spend up to \$1250 for a power washing vendor and Greg Blanchard **seconded. Motion passed unanimously.**

New Business – None.

Any other business that comes before the board – None.

Owner comments – None.

Schedule next board meeting – January 19th at 6:30 PM by Zoom.

Adjournment – With no other items to discuss, the meeting was adjourned by President Kim Strub at 8.10 PM.

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