

**ORCHID COVE CONDOMINIUM, INC.**  
**BOARD OF DIRECTORS MEETING**  
**Thursday, January 20, 2022 – 5:00 PM – via Zoom.us**  
**Meeting ID: 871 9517 7722    Passcode: 631487**  
**Call in Number: +1 929 205 6099 US**  
**Hosted by Progressive Community Management**  
**[3701 South Osprey Avenue, Sarasota, Florida 34239](#)**  
**(See Instructions on the Next Page)**

**AGENDA**

**CALL MEETING TO ORDER / DETERMINATION OF A QUORUM**

**RECORDING OF MINUTES**

**PROPERTY MEETING NOTICE**

**GUEST SPEAKER** – Jim Cirillo, Jr. GCM Insurance – 2022 Insurance Policy

**APPROVAL OF MINUTES – NOVEMBER 18, 2021 SPECIAL MEMBERS MEETING**

**OFFICER’S REPORTS**

1. President
2. Treasurer – Approval of Treasurer’s Report – November, December 2021
3. Secretary

**COMMITTEE REPORTS**

1. Document Rewrite Committee
2. Landscape Committee
3. Communication Committee
4. Maintenance Committee
5. Pool Committee
6. Rule Enforcement Committee
7. Welcome Committee

**OLD BUSINESS**

1. Roof Claim Update
2. Asphalt Resealing – Complete
3. Mulch Bids

**NEW BUSINESS**

1. Fire extinguisher recertification (All Florida Fire Equipment Bid Scheduled March 23rd, 2022)
2. Back-flows recertification (Casey Plumbing)
3. Fire sprinkler and alarm recertification (Piper Fire Protection)
4. Maintenance Schedule
  - a. Power Wash Sidewalks
  - b. Caulk Driveway Cracks

**ANNUAL MEETING NOTICES AND MAILINGS**

**SCHEDULE NEXT MEETING** - February 17, 2022 – 5:00 PM

**ADJOURNMENT**

Posted: January 18, 2022  
Progressive Community Management, Inc.

Board of Directors  
Judie Littell, LCAM

## **Zoom Video Conference and Telephone Conference Instructions**

**Meeting ID: 871 9517 7722    Passcode: 631487**

**Call in Number: +1 929 205 6099 US**

<https://us02web.zoom.us/j/87195177722?pwd=aStNaHpPa0U4azZzUmNaSFRUUlBZz09>

**Place your cursor on the link above (press Control + Enter) and it will bring you into Zoom.**

### **Option One: Appear Via Zoom Video:**

- 1. Download the free Zoom App on your Smartphone or computer PRIOR to the scheduled meeting date. <https://www.zoom.us>**
- 2. On the date and time of the meeting, select “Join a Meeting” and then enter the Meeting ID and Password provided for the meeting.**
- 3. Once you connect to the meeting, there may be a check in process. Please wait.**

### **Option Two: Appear Via Zoom Audio (Phone)**

**No Camera, No Problem. The Zoom Platform allows you to appear by telephone if you do not have a camera or a computer.**

**On the date and time of the meeting, just call 1 (929) 205 6099 US. Then enter your Meeting ID and Password that has been provided for you. Once you connect, there may be a check in process. Please wait.**

**Hope to see you there.**