

ORCHID COVE CONDOMINIUM ASSOCIATION, INC.
SPECIAL BOARD OF DIRECTORS MEETING MINUTES
APRIL 23, 2024 – 5:00 PM
AT THE TARA PRESERVE COMMUNITY CENTER
7430 TARA PRESERVE LANE, BRADENTON, FL 34203, AND
VIA ZOOM HOSTED BY PCM
3701 SOUTH OSPREY AVENUE, SARASOTA, FL 34239

MEETING ID: 829 7946 3277 PASSCODE: 331931
CALL-IN NUMBER: 1-305-224-1968 US

CALL MEETING TO ORDER / ESTABLISH QUORUM – The meeting was called to order at 5:00 PM by President, Jane Schneider. Other Board members attending were Robert Maguire and Eric Schneider. A quorum was established. Judie Littell, LCAM representing Progressive Community Management, Inc. (PCM) also attended.

PROOF OF NOTICE – Notice was posted in accordance with the Bylaws of the Association and requirements of the Florida Statute.

APPROVAL OF MINUTES FROM APRIL 8, 2024 TOWN HALL MEETING – Jane Schneider **motioned** seconded by Eric Schneider, to approve the minutes from the April 8, 2024 town hall meeting as written. **The motion passed unanimously.**

PRESIDENT'S REPORT – Jane Schneider reported the following:

1. Fire Safety was here to inspect on 4/9 and 4/10. Waiting for the final report including a report of any repairs that need to be completed.
2. Casey was here on 4/16 to inspect the backflows. Also waiting for a report to include any repairs that need to be done.
3. The Contract for the roofing project was signed on 4/16. Our tiles were ordered on 4/17. The date to start the roofing project is 7/22. I'm not sure which building they will start with, but as the project gets closer, you will be notified of where the roofers will be starting.
4. The companies that quoted us for the Oak Trees were:
 - a. Terry Tree Services of SWFL LLC - 35 trees \$4900.00
 - b. Monster Tree Services - 35 Trees \$8500.00
 - c. High Quality Tree Services LLC - 32 trees \$4125.00
 - d. Arbor Tree Rescue - 32 Trees \$.4,175.00

TREASURER REPORT – APPROVAL MARCH 2024 – Rob Maguire motioned, seconded by Jane Schneider, to move the CD with Bank United for \$185,234.85 that matures on April 28, 2024 into a money market account so that the money will be liquid to be used for the roofing project. **The motion passed unanimously.** Judie will research rates. Eric Schneider **motioned**, seconded by Jane Schneider, to approve the Treasurer's report for March 2024 as presented. **The motion passed unanimously.** (See the report attached to the minutes.)

SECRETARY REPORT – No report except sent emails out to the members.

PURPOSE OF MEETING

1. Adopt Special Assessment – Jane Schneider **motioned**, seconded by Eric Schneider, to adopt the special assessment of \$3,900 per unit which can be paid in two ways: one payment of \$3,900 due on May 15, 2024, or 4 separate payments of \$975 each with the first payment due on May 15, then June 15, July 15, and August 15, 2024. **The motion passed unanimously.**
2. ARC – Roofing Project – The Tara Master Association’s ARC Committee was sent our form to approve the roofs. Christine Stewart requested a picture of the tile which we sent but have not heard back from her yet.
3. Greenthumb Bid – There are two diseased palm trees that need to be removed, and sod to be replaced. The Landscaping Committee recommended we hold off the sod until after the roofs are done. The Hong Kong orchids might also have to be put on hold. Jane asked Ray Cierniecki for an estimate for the hurricane cuts on the palms. Jane Schneider **motioned**, seconded by Eric Schneider, to approve Greenthumb’s bid for \$3,197.50 to remove the 2 diseased palm trees on Marsh Orchid Circle and excavate the root ball, and replace with 2 Foxtail palms; remove the Areca shoot; replace the Hibiscus at 7554; remove the Holly tree and install an Areca palm at 7552. **The motion passed unanimously.**
4. Arbor Tree Rescue – Jane received 3 bids to trim the 31 oak trees: Monster Tree Service - \$8,500, Terry’s Tree Service - \$4,900. and Arbor Tree Rescue -\$4,175. Jane Schneider **motioned**, seconded by Eric Schneider, to approve the bid from Arbor Tree Rescue for \$4,175 to trim 31 oak trees in October. **The motion passed unanimously.**

OWNERS COMMENTS – It was suggested that Jane ask Brian from Arbor Tree Rescue if he can remove some of the moss on the trees. It was also requested that a definitive letter that the special assessment was moving forward for their insurance company was emailed to the members.

SCHEDULE NEXT MEETING – May 16, 2024 – 5:00 PM and Zoom

ADJOURNMENT – There being no further business to discuss, Jane Schneider **motioned**, seconded by Eric Schneider, to adjourn the meeting which was passed unanimously, and the meeting was closed at 5:31 PM by President, Janae Schneider.

Respectfully submitted,

Judie Littell, LCAM
Progressive Community Management, Inc.
Managing Agent for Orchid Cove Condominium Association, Inc.

Treasurer's Report

March Month End

3/31/2024

Assets:

Checking			118,914
Money Market			86,901
CD-Ameris Bank	9/22/2024	4.75%	200,000
CD-Liberty Bank	9/19/2024	5.20%	103,016
CD Bank United	4/28/2024	4.80%	185,235
CD Liberty Bank	8/24/2024	5.25%	88,954
CD Cadence Bank	9/27/2024	3.99%	78,219
Accounts Receivable (owners)			53
Utility Deposits			566
Prepaid Insurance			<u>32,117</u>
Total			\$ 893,975

Liabilities & Equity:

Total Liabilities	<u>24,179</u>
Reserves	739,625
Fund Balance	132,469
Current Year Net Income/Loss	<u>(2,298)</u>
Total	\$ 893,975