



The Cove Homeowners Association, Inc.
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Minutes

Board Meeting

November 19, 2020

Webex

6:30PM

Call to Order: The meeting was called to order at 6:34 PM.

Attendance: The quorum was established as Brendan Sullivan, Carlos Asturrizaga, Rahul Mehta, Ramesh Kumar and Ron Schade were present.

Proof of Notice: The meeting notice was posted on the community website more than 48 hours in advance and Ramesh posted the notice at the entrance of the community more than 48 hours in advance.

Previous Meeting Minutes: The Board reviewed the Meeting Minutes from Sept. 24, 2020. Motion to approve by Ron, seconded by Rahul. Motion passed unanimously.

Financials/Collections: As of 8/31/2020, the Association had \$437,817.79 in Operating Funds of which \$293,766.57 is comprised of Reserve Funds. The month of October yielded \$10,108.53 in Income and \$10,746.03 in Expenses for a Net Loss of (\$637.50). January through October (YTD) has yielded \$104,688.17 in Income and \$105,052.12 in Expenses for a Net Loss of (\$363.95). Accounts Receivable as of 10/31/2020 was \$12,068.60.

- The Board reviewed the recently revised Collections policy. Motion to approve the policy by Carlos, seconded by Ron. Motion passed unanimously. Brendan provided a signed copy of the policy to CMS under separate cover.
- The Board reviewed the Collection Report which included 5 cases in Board Approval status (COV10978, COV11005, COV11075, COV11080 and COV18371). Motion was made by Ron and seconded by Rahul to initiate an ITL on all 5 cases. Motion passed 3-1 (Brendan abstained, Carlos dissented).
- The Board indicated a desire for CMS to reconcile the additional cases that reflected as past due for 90 or more days in the financial package received prior to the meeting but not reflecting on the Collection Report received under separate cover. CMS to identify any additional cases past due by 90 days or more beyond the 5 cases approved under the motion.

Business Items:

- The Board reviewed three invoices received from B&D. Motion to approve invoices in the amount of \$3,800, \$4,750 and \$9,850 was made by Ron and seconded by Ramesh. Motion approved unanimously. The Board inquired as to whether a 4th invoice exists (4 were provided with meeting materials however one invoice was duplicated). CMS to confirm if any additional invoices from B&D are pending approval.
- Tree trimming by the dry pond was not discussed and should be added to the agenda for the next meeting.
- The Board reviewed an invoice for \$165 from Professional Building Services. The invoice was believed to be for stain removal at the front entrance sign however the description on the invoice itself suggested it was for street signs. Ramesh made a motion to approve the invoice conditionally on the basis that it was for stain removal at the front entrance sign and Rahul seconded. Motion passed unanimously. CMS to confirm nature of the invoice and confirm associated services. If invoice is NOT related to the front entrance signs, it does not meet the conditional approval and therefore will require discussion at the next meeting along with invoice for those services.

CCR:

- The Board reviewed all CCR cases in the board to approve status. It was noted that a number of cases received responses from homeowners previously of intention to resolve the violation however no comments were included in the report from CMS indicating a subsequent review had been performed. The Board indicated that CMS should be performing reviews of all open violations, regardless of status, on every inspection as this does not appear to be occurring presently. Without such review, the report contains no indication as to whether the violation has been remedied or not.

Motion was made by Ron and seconded by Ramesh for the following actions. Motion was approved unanimously.

- COV11042 – Issue final notice again
- COV11101 – Issue final notice again
- COV11051 – Check on next inspection
- COV10986 – Check on next inspection
- COV11106 – Send to attorney (two separate violations)
- COV11075 – Send to attorney
- COV10955 – Check on next inspection
- COV11080 – Send to attorney
- COV11073 – Send to attorney
- COV11104 – Check on next inspection (two separate violations)
- COV10978 – Send to attorney
- COV10941 – Close
- COV18371 – Check on next inspection
- COV11006 – Check on next inspection

Open Forum:

- The Board discussed the handling of the two CDs set to expire at the end of November. Motion was made by Rahul and seconded by Ron to let the CDs expire and move funds from both to a single CD at Live Oak Bank. The Board also requested that Rahul be added as an authorized signer on the new CD.
- The Board discussed the best day to set up the Christmas lights at the front of the neighborhood and agreed upon Saturday, November 28th, at 1:00 pm.
- The Board discussed the recent increase in car break-ins within the neighborhood and Ron indicated that a hole was cut in the fence of the Seminole County schools property to the east of the Cove and that was the believed method by which the perpetrators were entering the neighborhood. Ron indicated that he had reviewed the security footage for the night of the most recent robberies and did not see any persons or vehicles entering during the estimated time of the event. The Board further discussed request from residents for security camera footage and agreed that future requests must be accompanied by a police report or be approved by the Board in advance.
- The Board discussed the need to host a garage sale in the near future, agreeing that it didn't make sense to host an event this fall due to the current pandemic. The board recommended early March for the next sale and will discuss at an upcoming meeting to finalize dates.

Adjournment: With no further business to discuss, Ramesh made a motion to adjourn the meeting at 8:11 PM, seconded by Ron and passed unanimously (4-0).