

**THE COVE AT ISLES AT BAYSHORE HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
MINUTES OF NOVEMBER 01, 2011**

The Board of Directors Meeting of The Cove at Isles at Bayshore Homeowners Association, Inc. was held on **Tuesday, November 01, 2011 at 7:00pm** at the Isles at Bayshore Clubhouse located at 21864 SW 93 Path, Cutler Bay, FL 33190.

Board Members Present: Melissa Vazquez, Margaret Coon, Ana Jo

Board Member Not Present: N/A

Present from Management: Jennifer Travieso, Property Manager

Melissa Vazquez called the Board of Directors Meeting to order at 7:00pm. Quorum of the Board of Directors was established.

Reading and approval of meeting minutes: Board of Directors motioned to accept the minutes of the October 04, 2011 Board of Directors Meeting as presented.

Motion by: Melissa Vazquez

Second by: Margaret Coon

Motion passed: Unanimously

Management and Board discussed the properties in lien status; Board approved moving forward with Association foreclosure for the following properties:

- 8932 SW 225 Street
- 22546 SW 89 Place

Board requested Management to contact landscape company to mow backyard of property address 22616 SW 89 Place in which the Association took title to.

Ana Jo requested Management to contact Oscar Bello from Lennar Homes and request their information on their cleaning crew so we may request a quote to clean unit.

Management and Board discussed the repairs and appliances the unit needed. It was mentioned that appliances (fridge/stove) could be purchased at Brandsmart and should be no more than \$500.00.

Board requested that Management obtain a quote for the leak repairs in the unit and main water line as stated on the home inspection report.

Board requested Management to check if landscape company sprayed the new tree installed by Dixie. Management will contact the landscape company.

Management and Board discussed the valve boxes. Board requested for Management to ask JML Irrigation the brand of the valve boxes proposed. Ana Jo stated the Association should buy extra valve box lids to replace as needed by the janitor.

Management presented the attorney proposals to the Board. Board requested for Management to request Cooke Law Group to provide a schedule of their firm's fees; example fee to prepare and mail a demand letter.

Board requested Management to check sunbiz.org; Boards' names to be updated.

Board mentioned an A/C unit on the second floor visible from the main road. Management to send a violation notice, this is not permitted in the Association documents.

Board noticed a boat parked on driveway on property address 8906 SW 224 Terrace. Board requested for Management to send a violation notice as soon as possible.

Management informed the Board that it is time for a newsletter. Board requested Management to prepare quarterly. Board would like to see the pet restrictions on the next newsletter.

Board reminded Management to meet with CDD field manager regarding the turnover of the solar lights at main entrances.

Management informed Board will do a walkthrough with both landscape company and irrigation company to assure all was repaired and in working condition.

Management presented the proposal for the mulching of the tree rings in the common areas. Board approved proposal from Mainguy Landscape for 45 cubic yards of mulch for a total of \$1,440.00. Management to inform the landscape company.

Being no further business, motion to adjourn The Cove at Isles at Bayshore Homeowners Association Board of Directors Meeting at 8:47pm.

Motion by: Melissa Vazquez
Second by: Ana Jo
Motion passed unanimously

Respectfully submitted,

Board Signature/Secretary

Date

Print Name