

Intercoastal Condominium Association

Board Meeting Notes

Date: March 2, 2026

Time: 5:02 PM

1. Call to Order

- Meeting called to order by Chad at 5:02 PM
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2. Roll Call / Quorum

- Present: Chad, Justyna, Melissa, Peggy, Kathryn. Quorum confirmed
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3. Approval of Previous Minutes

- February 2, 2026 minutes reviewed. Motion to approve and waive reading: Approved
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4. Financial Update

- Operating Account: ~\$18,380
 - Reserves: ~\$82,531 (before recent expenses)
 - Net Loss YTD: ~\$2,946
 - Major expenses not yet reflected:
 - Painting: ~\$22,000
 - Pool heater: ~\$5,500
 - Estimated remaining reserves after expenses: ~\$55,000
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5. Pool Heater Update

- Heater connected to Wi-Fi and scheduled to run during daytime only
 - Temperature increased; system functioning well
 - Pool usage has increased and feedback has been positive
 - Ongoing leak still needs repair → follow-up required
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6. Painting Project

- Project nearing completion
 - Overall feedback: positive
 - Remaining items:
 - Inside of doors to be confirmed
 - Some siding/cleaning touch-ups needed
 - Minor concerns noted regarding dumpster use and cleanup
 - Action:
 - Confirm completion of outstanding items with contractor
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7. Maintenance Updates

- Lighting issue resolved (no electrician needed)
 - Pool furniture appears to have been moved back (to be confirmed)
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8. Pest Control / Termite Discussion

- Board discussed current pest control service and overall consistency of service
- Noted interest in reviewing alternative vendors for improved reliability and communication

Termite Treatment:

- Discussion included termite protection and treatment options
- Pricing for termite-related services was reviewed and considered a notable expense
- Board discussed importance of maintaining proper termite coverage given building structure and long-term protection

Next Steps:

- Obtain additional quotes for pest control and termite services
- Compare scope of services, pricing, and coverage between providers
- Ensure any future provider includes clear service schedules and reporting

Action Item:

- Gather and present vendor options and pricing comparisons for board review
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9. Delinquencies / Collections & Community Issues

- Units discussed: 103, 104, 210

Status Updates:

- Unit 103: 45-day notice issued January 29; no resolution to date
- Unit 210: Approximately 2 months delinquent
- Unit 104: Discussed; status to be confirmed

Foreclosure / Legal Discussion:

- Board reviewed next steps for continued non-payment, including potential escalation if balances remain unresolved
- Emphasis on proper notice and documentation prior to any legal action
- Transition underway to a new collection attorney, who will handle delinquent accounts moving forward

Community Observation – Rental Activity:

- Board discussed concerns regarding a unit with frequent guest turnover and occasional disruptions
- Agreed to continue monitoring and address if needed in line with association guidelines

Communication Improvements:

- Agreed to supplement mailed notices with email and tracking where possible
- DocuSign may be used to confirm receipt and improve documentation

Action Items:

- Send follow-up notices via email with tracking
- Utilize DocuSign where appropriate
- Confirm status of Unit 104
- Continue coordination with new collection attorney
- Monitor rental-related concerns

10. General Discussion

- Dumpster fence mentioned briefly; no updates
- No major additional concerns raised
- Painting project considered largely successful
- Pool improvements positively impacting resident and guest experience

11. Action Items Summary

- Follow up on pool heater leak repair
- Confirm painting completion items

- Verify pool furniture placement
 - Gather pest control and termite quotes for comparison
 - Send delinquency notices via email/DocuSign with tracking
 - Continue transition to new collection attorney
 - Monitor rental-related concerns
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12. Adjournment

- Meeting adjourned