

**The Cove at Briar Bay  
2010 Board of Directors  
Agenda  
Wednesday April 28 2010  
Briar Bay Clubhouse**

---

**Meeting Called To Order:**

**Roll Call: Present:**

**Approval of Minutes:**

**Old Business:**

- **New Management Company: Atlantic & Pacific** – Proposed Plan of Operation
- **New Property Manager: Ben Green** – Contact Details for Website Update – who should Homeowners contact with a problem
- **A&P Website Link:** Link from Cove Website to A&P Website for payment – link from A&P Website to Cove Website (Leasing Package; Cove Specific Information)
- **Cove Website Update:** Friday 1<sup>st</sup> May 2010
- **Notification to Homeowners:** Payment Coupons – Mailed? – Late Fee waiver for May? - Mandatory Homeowner Insurance Flyer Included?
- **Review of all Cove Vendor Contracts:** Janitorial – Landscaping – Pool Maintenance -Roofing - **A&P Recommendation** – When?
- **Pressure Washing of Building Steps:** To be included in new Janitorial Contract?
- **Cove Pools:** Pools have been reopened – review Pool Maintenance Contract
- **Security Cameras: Gates & Pools** – A&P preferred vendor?
- **Cove I and II Gates:** Should we continue to leave the gates open to avoid more repairs while the Association is in a Critical Financial situation. Cameras?
- **Roofing:** New Contractor required – A&P preferred vendor?

**The Cove at Briar Bay  
2010 Board of Directors  
Agenda  
Wednesday April 28 2010  
Briar Bay Clubhouse**

---

- **Inspection Engineer:** To inspect reported water intrusion damage to units and assess Association Liability/Homeowner Insurance Liability – (Records must be kept for the Lawsuit) work previously completed by Cobra Seal – A&P Recommended Vendor?
- **Landscaping:** Review Alternate vendor with A&P
- **Large Trash Dumping:** Arrange Pick Up – Define Process
- **Street Lighting:** One streetlight reported out Cove I
- **Builder Lawsuit** – Engineering Company Inspection – Inspection took place April 19<sup>th</sup> awaiting update from CDG & Slider Engineering

**Financial Update:** - No final report received from J&L (March/April 2010)

- Alliance Assistance - Scott Jaffe & Evan Phillips to update on the plan of action for the Cove
- Shut off HWC
- AFS proposal for Loan against the 6 month or 1% that the Association can expect to recover when a unit Forecloses – Move forward with loan to pay off HWC & TT

**New Business:**

- **Hurricane Readiness:** Locate Shutters – Retain Company to install
- **Next Meeting Date:**

**Motion to Adjourn:**