



Intracoastal Bookkeeping & Management, Inc.

1100 Ocean Shore Blvd., Unit #9
Ormond Beach, Florida 32176

Business: 386.441.0320 or 386.441.8344
Fax: 386.441.0989
Email: Debbie@IntracoastalManagement.com

- [Home](#)
- [Services](#)
- [Contact Us](#)
- [Associations](#)
- [Employees Only](#)

~ Our Associations ~

- Amber Village
- Atlantic 22
- Barrier Island
- Bouchelle Island CSA
- Bouchelle Island I
- Bouchelle Island IV
- Bouchelle Island IX
- Bouchelle Island VI
- Bouchelle Island XII
- Bouchelle Island XV
- Bouchelle Island XVI
- Bouchelle Island XVII
- Bouchelle Island XXII
- Brandywine Village
- Court of Palms
- Leeward Wind
- Madeira Villa North
- Madeira Villa South
- Mariners Bay
- Ocean Shore
- Seton Court
- Sixty Vining Court
- Starboard Light
- The Gardens of New Britain
- Villa Sereno
- Seascape Condo

Hidden Pines of Volusia County

**Branchwood, Candlewood, Castlewood, Deerwood, Shorewood, Windhaven Lane
New Smyrna Beach, FL
Phone: 386-767-5600**



Board Members

- Carol Hupfer (President)**
- Steve Johnston (Vice President)**
- Joe Snyder (Vice President of Maintenance)**
- Nora Jane Gillespie (Secretary)**
- Ms. Willie Sams (Treasurer)**

Document Vault

Directions: Click a filename to view/download that file. Since some document listings can be quite large, you may use the drop-down lists to view only documents from a specific category or all documents. In addition, you may view only old documents that have been archived, only current documents or both archived and current documents.



NOTE: Some documents require a password. If you are an association member and need a password, [click here](#) to find out how to contact Intracoastal Management. You can click the Adobe icon to the right to download the latest version of the Adobe PDF reader.

Show Documents In Category: |

Category/File Name	Description	File Size	Date Uploaded	Last Downloaded	Pass
ASSOCIATION DOCS					
Amended Articles of Incorporation 2009-08-18	Articles of Incorporations as amended August 2009	235 KB	6/5/2009	3/18/2013	
Amended By-Laws - 2009 December	Amended By-Laws - December 2009	63 KB	2/28/2010	1/21/2013	
Amended Dec. of Easements, etc -2009 December	AMENDED DECLARATION OF EASEMENTS, COVENANTS, CONDITIONS AND RESTRICTIONS - December 2009	104 KB	2/28/2010	3/18/2013	
Fees - Bank Questionnaires and Estoppel Letters	This pamphlet explains the fees allowed by Florida Statutes for Bank and Mortgage Company Questionnaires (\$150) and Estoppel Letters (\$150) which is what QCM charges for preparing these documents.	108 KB	9/7/2010	3/18/2013	
Rules And Regs October 2011	Association Rules and Regulations for Owners and Renters and Guests. (Revised October 2011)	80 KB	10/25/2011	3/18/2013	
COMMUNITY UPDATES					
Becker Poliakoff 2008-07	Becker & Poliakoff Community Update 2008, July	537 KB	10/8/2008	3/11/2012	
Becker Poliakoff 2008-08	Becker & Poliakoff Community Update 2008, August	1,678 KB	9/7/2008	3/11/2012	
Becker Poliakoff 2008-09	Becker & Poliakoff Community Update 2008, September	708 KB	10/8/2008	9/3/2012	
Becker Poliakoff 2008-10	Becker & Poliakoff Community Update 2008, October	938 KB	11/2/2008	12/1/2012	

FINANCIALS

2009-12 Financials		2,313 KB	2/11/2010	3/11/2012	
2009-12 Financials		1,188 KB	2/11/2010	3/11/2012	
2010-01 Financials		339 KB	2/28/2010	1/22/2012	
2010-02 Financials		1,012 KB	4/19/2010	3/11/2012	
2010-03 Financials		79 KB	5/26/2010	3/11/2012	
2010-04 Financials		111 KB	5/26/2010	3/11/2012	
2010-05 Financials		43 KB	7/27/2010	3/11/2012	
2010-06 Financials		36 KB	7/27/2010	3/11/2012	
2010-07 Financials		43 KB	9/2/2010	3/11/2012	
2010-08 Financials		45 KB	9/28/2010	6/11/2012	
2010-09 HP Financials		61 KB	10/22/2010	3/11/2012	
2010-10 HP Financials		35 KB	11/24/2010	3/11/2012	
2010-11 HP Financials		35 KB	12/21/2010	3/10/2013	
2010-12 HP Financials		52 KB	1/20/2011	4/10/2012	
2010 Hidden Pines Year End Review	2010 Year End Financial Review by Accounting Firm.	88 KB	5/20/2011	3/11/2012	
2011-01 HP Financials-corrected[1]		37 KB	3/1/2011	3/11/2012	
2011-02 HP Financials		129 KB	3/31/2011	3/11/2012	
2011-03 HP Financials		95 KB	4/14/2011	3/11/2012	
2011-04 HP Financials	Financial Report for April 2011	131 KB	5/14/2011	3/11/2012	
2011-05 HP Financials	Financial Report for May 2011.	131 KB	6/13/2011	3/11/2012	
2011-06 Financials	Financial Report for June 2011	132 KB	7/14/2011	6/4/2012	
2011-07 HP Financials	Financial Report for July 2011	132 KB	8/11/2011	3/11/2012	
BalSheet and Inc-Exp Stmt only[1-10-2012]	December 2011 Financials	53 KB	1/10/2012	4/2/2012	
BalSheet and Inc-Exp Stmt only[12-9-2011]	November 2011 Financials	54 KB	12/9/2011	3/29/2012	
BalSheet and Inc-Exp Stmt only[2-27-2012]	January 2012 Financials	53 KB	2/27/2012	3/29/2012	
BalSheet and Inc-Exp Stmt only[3-12-2012]	February 2012 Financials	53 KB	3/12/2012	3/8/2013	
HP 2011-08 Financials		132 KB	9/14/2011	3/11/2012	
HP 2011-09 Financials		131 KB	10/20/2011	3/11/2012	
HP 2011-10 Financials		132 KB	11/17/2011	3/11/2012	
FORMS					
BBT ACH Authorization	AUTHORIZATION FORM --- Use this form if you wish to pay your scheduled assessments by authorizing the Association's BB&T account to automatically deduct the amount from your bank.	161 KB	12/24/2010	7/1/2012	
BBT ACH Cancellation	CANCELLATION FORM --- Use this form if you wish to CANCEL your automatic payment to your Association's BB&T account.	82 KB	12/24/2010	3/19/2012	
INSURANCE					
Statewide - Insurance Certificate Request	Statewide Condo Insurance is the insurance agency for all association policies effective 8/31/2010. Should you require a Certificate of Insurance for your mortgage company, this form will give you the contact information to handle your request.	98 KB	8/31/2010	2/7/2013	
Wind Mitigation - Bldgs 101-127 2009-09-22		2,321 KB	6/7/2010	10/24/2012	
Wind Mitigation-revised for Bldgs 119-120-122-123-126		457 KB	6/7/2010	8/10/2012	
MINUTES					
HP Annual Mtg 01-24-12 2012 02-17	Annual Meeting January 24, 2012	62 KB	2/16/2012	3/4/2013	
Minutes 2009-11-16	Minutes of the November 16, 2009 Special Meeting and Board of Directors meeting.	389 KB	11/22/2009	7/21/2012	
Minutes 2009-12-07 Budget	Minutes of BOD Meeting December 7, 2009 & Approved 2010 Budget	843 KB	12/23/2009	1/3/2013	
Minutes 2010-01-07 Special	Special Meeting of the Board January 7, 2010.	14 KB	1/23/2010	3/14/2012	
Minutes 2010-01-25 Annual and Attachments	Minutes of the Annual Meeting of the Membership held on January 25, 2010	1,545 KB	2/11/2010	3/25/2012	
Minutes 2010-01-25 Organizational	Organizational Meeting to identify Officers of the Board of Directors.	9 KB	2/26/2010	8/9/2012	
Minutes 2010-02-22 and attachments	Minutes of February 22, 2010	1,494 KB	4/8/2010	3/25/2012	
Minutes 2010-04-26 and attachments	Minutes of Board Meeting of April 26, 2010 including	433 KB	5/17/2010	2/26/2013	

	attachments.			
Minutes 2010-05-06 Maintenance Meeting	Minutes of Maintenance Meeting of May 6, 2010 at which 3 of 5 Board members were in attendance. No motions made.	9 KB	5/17/2010	3/25/2012
Minutes 2010-05-24 and attachments	Minutes of Board Meeting of May 24, 2010.	98 KB	6/17/2010	6/4/2012
Minutes 2010-06-28 and attachments	Minutes of the Board of Directors meeting held June 28, 2010 and attachments.	51 KB	7/27/2010	6/4/2012
Minutes 2010-06-30 Maintenance Meeting	Minutes of Maintenance Meeting of June 30, 2010 at which 3 of 5 Board members were in attendance. No motions made.	9 KB	7/27/2010	3/14/2012
Minutes 2010-08-11 Maintenance Meeting	Minutes of Maintenance Meeting of August 11, 2010 at which 3 of 5 Board members were in attendance. No motions made.	9 KB	10/3/2010	3/14/2012
Minutes 2010-08-19 Maintenance Meeting	Minutes of Maintenance Meeting of August 19, 2010 at which 3 of 5 Board members were in attendance. No motions made.	9 KB	10/3/2010	3/14/2012
Minutes 2010-09-02 Maintenance Meeting	Minutes of Maintenance Meeting of September 2, 2010 at which 3 of 5 Board members were in attendance. No motions made.	9 KB	10/3/2010	3/14/2012
Minutes 2010-09-27	Minutes of Board Meeting of September 27, 2010 including attachments.	92 KB	10/22/2010	6/4/2012
Minutes 2010-09-30 Maintenance Meeting	Minutes of Maintenance Meeting of September 30, 2010 at which 3 of 5 Board members were in attendance. No motions made.	9 KB	10/3/2010	3/14/2012
Minutes 2010-10-21 Maintenance Meeting	Minutes of Maintenance Meeting of October 21, 2010 at which 3 of 5 Board members were in attendance. No motions made.	9 KB	10/22/2010	3/14/2012
Minutes 2010-11-12 Maintenance Meeting	Minutes of Maintenance Meeting of 11/11/2010 at which 3 of 5 Board members were in attendance. No motions made.	9 KB	11/12/2010	3/14/2012
MINUTES 2010-11-18	Meeting of the Board of Directors held on November 18, 2010.	16 KB	11/24/2010	7/21/2012
Minutes 2010-12-02 Maintenance Meeting	Minutes of Maintenance Meeting of 12/02/2010 at which 4 of 5 Board members were in attendance. No motions made.	9 KB	12/11/2010	3/14/2012
MINUTES 2010-12-06 Board Budget Meeting and attachmt	Minutes of board meeting held December 6, 2010 regarding 2011 budget.	32 KB	1/19/2011	1/3/2013
Minutes 2010-12-09 Maintenance Meeting	Minutes of Maintenance Meeting of 12/09/2010 at which 3 of 5 Board members were in attendance. No motions made.	9 KB	12/11/2010	3/14/2012
Minutes 2011-01-24 Annual and attachments		496 KB	3/1/2011	8/10/2012
Minutes 2011-02-03 Maintenance Meeting		12 KB	2/13/2011	3/14/2012
Minutes 2011-02-10 Maintenance Meeting		12 KB	2/13/2011	3/14/2012
Minutes 2011-02-17 Maintenance Meeting		12 KB	2/18/2011	12/10/2012
Minutes 2011-02-23 Special Board Meeting	Minutes of Special Board Meeting of February 23, 2011.	15 KB	3/10/2011	7/21/2012
Minutes 2011-03-01 HP corrected and attachments	Minutes of Board Meeting of March 1, 2011 including attachments.	3,909 KB	3/7/2011	3/10/2013
Minutes 2011-04-05-corrected	Minutes with corrections from Board of Directors Meeting held 4-5-2011	23 KB	5/5/2011	3/10/2013
Minutes 2011-05-03 and attachments	Minutes and attachments from Board of Directors Meeting held on May 3, 2011.	6,194 KB	5/9/2011	3/10/2013
Minutes 2011-05-03 MAINTENANCE REPORT	Maintenance Report- Addition to Minutes from Board of Directors Meeting held 5-3-2011.	35 KB	5/9/2011	3/10/2013
Minutes 2011-06-07 and attachments	Minutes and attachments from Board of Directors Meeting held on June 7, 2011.	4,986 KB	6/13/2011	3/10/2013
Minutes 2011-06-07 Attachment to VICE PRESIDENT REPORT	NEW PROCEDURE REGARDING NEW OWNERS OR NEW RENTERS.	15 KB	6/8/2011	3/10/2013
MINUTES 2011-09-13		22 KB	9/19/2011	3/10/2013
MINUTES 2011-11-1		19 KB	11/8/2011	3/10/2013
Minutes Board Mtg 2011 12-6	Board of Directors Mtg. Dec 2011	97 KB	2/29/2012	2/26/2013
MISC.				
340WindhavenPorchReport	Report for 340 Windhaven Porch from Kerns-Whitehouse & Associates, Inc., Structural Consultants	619 KB	10/9/2008	12/4/2012
NSB rules for Trees	Before the monthly board meeting on 5/24/2010, Marissa Moore of Development Services for the City of NSB spoke to the homeowners regarding planting and removing trees in the subdivision from these city ordinances.	757 KB	6/1/2010	1/3/2013

Intracoastal Bookkeeping and Management, Inc.
 1100 Ocean Shore Blvd. #9 • Ormond Beach, Florida 32176
 Business 386.441.0320 or 386.441.8344 • Fax 386.441.0989