

Burnt Store Isles Association Board of Directors MEETING Minutes

Approved 2.2.2024

In-Person Meeting Held at Twin Isles Country Club
January 5, 2024
Meeting Called to Order at 9:00 a.m.

Pledge of Allegiance – Opened the meeting with the Pledge of Allegiance

1 UPDATE – DEBBIE LUX, PUNTA GORDA DISTRICT 3 COUNCILWOMAN.

Councilwoman Lux offered appreciation for being invited to hear, firsthand, the concerns of residents of Burnt Store Isles.

2. Roll Call –

Officers Present

Bill Page, President
Patricia Iorio, Vice President
Lee Brandt, Treasurer
Charmaine Ponkratz, Secretary

Directors Present

Faith Ferris, Community Standards
Polly Green, E. Communications
Wendy Heath Brandt, Membership
David Elkins, Neighborhood Security
Kathy Martinelli, Special Projects

Other Board and Committee Representatives

Diane Peterson, Newsletter and Directory (not able to attend today's meeting)
David Elkins – Advertising Sales

Excused:

Brian Bender, Legal Liaison.
Bill Courtney, Planning and Past President
Wanda Daugherty, Social

A quorum has been established.

Other Attendees:

Rich Bevak, BSI resident and BSIA member
David DeGerome, BSI resident and BSIA member
Bob Fritz, BSI resident and BSIA member

3. REVIEW AND APPROVE BOARD MEETING MINUTES

It was moved by Lee and seconded by Wendy to approve the Minutes dated December 1, 2023. Motion approved.

4. OFFICERS' REPORTS

President – Bill Page- no report

Vice President – Patricia Iorio

- **New Construction Fee** – it is noted that the current construction fee is \$250. Patricia floated the idea of increasing the fee. Discussion deferred to next month.
- A resident on Segovia Drive expressed concern about neighboring construction impacting his property. Also inquired about whether docks can be rented – inquiry directed to the city – this is not addressed in the BSIA deed restrictions.

Secretary – Charmaine Ponkratz - no report

Treasurer – Lee Brandt

Treasurer's Reports - Lee provided copies of the following Reports to the Board:

- **Financial Reports** – Budget vs. Actual December 2023 *(See detail at end of these minutes.)*
- **Banking Account Balances** *(See detail at the end of these minutes.)*
- 2023 ended the year in the black and 2024 is off to a good start with membership renewals running ahead of prior year. Encouraged weekly e-newsletter to remind residents to renew or join by month end January to be included in the directory.
- Open item from last meeting: credit card issuance – still pending resolution

5. OLD BUSINESS – NO REPORT

6. NEW BUSINESS - NO REPORT

7 DIRECTORS' REPORTS

Community Standards – Faith Ferris

- Faith reported that there were 10 approvals in December and already 5 in January.
- The matter of assessing a **\$100 fee for non-compliance** was reviewed and a legal opinion deemed it unable to be assessed.
- Previously the Board discussed **assessing a fee for architectural reviews being submitted by non-members**. By extension of the legal interpretation that prohibited the assessment of a \$100 fee for non-compliance, it is concluded that a fee for conducting an architectural review for non-members would also be unable to be assessed.
- Faith reported that the Tiki Bar has been removed; poles cut down and modified to an alternate plan that was approved.

E-Communication – Polly Green

- Polly confirmed that households with 2 email addresses will receive all e-communications in both mailboxes.
- Joanne Fritz is updating the **website** and in that capacity should receive the minutes (draft and approved) and agenda so those items can be posted.
- Polly explored the potential use of a **BSI Facebook Group**. After discussion it was suggested that social media guidelines be drafted for consideration by the Board. Charmaine will spearhead the drafting effort.

Legal Liaison – Bill P. reported on behalf of Brian Bender

- Bill indicated that the lawsuit for the **3907 Madrid Court roof non-compliance** matter has been filed after the resident declined initial mediation. The court will require a second cycle of mediation, likely at the end of first quarter/start of second quarter, with the full process potentially taking 18 months.

Membership – Wendy Heath Brandt

- Wendy reported that 192 members have renewed with 15 in the pipeline.
- She has finalized the items for the **SWAG (stuff we all get) Bag**, and discussed invoice processing to avoid any appearance of conflict with treasurer. She will begin a welcome wagon visit program.
- As a realtor, Polly is able to access the names of new BSI homeowners and will provide that information to Wendy each month.
- Various new **member recruitment and member retention** ideas were discussed. Board members were reminded that any ideas with financial implications will need to be factored into the budget cycle for 2025.

Neighborhood Security – Dave Elkins

- Kathy confirmed that the Tripoli and Madrid **camera may be re-installed**.
- It was noted that coyotes have been spotted in the neighborhood; residents beware of risk for pets.
- Dave has alerted city officials of street stains and potholes in the roadways.
- Discussed altercation between resident and contractor.

Planning – Bill Courtney – no report

Social – Bill P reported on behalf of Wanda Daugherty

- Bill reviewed the **upcoming social events**: <https://bsia.net/upcoming-events>
- Commendations and appreciation were offered to Wanda and team for planning a successful inaugural **Bike Glo Ride**.

Special Projects – Kathy Martinelli

- Kathy provided a recap of 2022: new landscaper (Pence) and irrigation. 2023: upgraded island plantings.
- **Tripoli and Madrid Monument** Update: Electrical boxes have been lowered. The stone mason is in process of getting the permit. Bill Morgan has been very helpful in offering to assist with re-grading.
- **Shredder Day** is scheduled for April 20.
- Kathy teed up the idea of conducting a survey to capture feedback and priorities.

Past President – Bill Courtney

8 PUBLISHER REPORTS

Newsletter (published 3 times a year) - Diane Peterson

- Bill reminded the Board of the deadline to submit articles.

Directory – Diane Peterson – no report

Advertising Sales - Dave Elkins

- Dave reported that there will be three new advertisers in the upcoming newsletter.

9 GUEST /MEMBER COMMENTS OR ISSUES

- A member confirmed information reported by the president last month noting that in the future the **Board meeting attendance** will be limited to members and invited guests.
 - **Bylaw changes** will be considered for the 2024 Annual Meeting to include re-titling the Planning Director to Community Relations. Any other changes for consideration should be directed to Bill P.
 - The **golf cart street-compliant** information was provided as a public service. This is a matter for law enforcement and is not connected to BSIA deed restrictions.
-

10 OTHER TOPICS DISCUSSED PRIOR TO MEETING END

With Councilwoman Lux present the Board took the opportunity to pursue several recurring topics with her:

- The intersection at Highway 41 and Madrid, with specific concern that without the ability to turn north, it prompts people to take Tripoli to Monaco to access a light-controlled intersection. Councilwoman Lux acknowledged the community concern.
- Speeding issue continue
- Revisited the issue of road conditions. Councilwoman Lux offered to share scheduling information from the city when that information becomes available.
- Discussed the lock widening and the related issues.
- Inquired about the status of the harbor front hotel/Hurricane Charley property. Councilwoman Lux seemed confident the hotel portion, high rise and low rise, would be demolished. Still some issues remain regarding Hurricane Charley's lease and liquor license.
- After inquiry, Councilwoman Lux reminded those in attendance that the empty parcel of land in downtown Punta Gorda is privately owned and not controlled by the city.

11 ADJOURN

It was moved by Lee and seconded by Kathy to adjourn the meeting. Motion carried.

Meeting adjourned at 10:35 A.M.

The next Board Meeting is planned to be held on Friday, February 2, 2024

The next meeting will be "In-Person" and held at the Twin Isles Country Club.

Respectfully submitted by Charmaine Ponkratz, Secretary

Bank Summary – reported at 1.5.2024 meeting – as of December 31, 2023

	Current Balance
Checking xxxxxx3729	\$ 27,998.23
Money Market xxxxxx3750	\$ 32,705.86
Certificate of Deposit	\$ 20,000.00
TOTAL	\$ 80,704.09

Burnt Store Isles Association, Inc
Burnt Store Isles Association
Budget vs. Actual
From Jan 2023 to Dec 2023

FINANCIAL ROW	AMOUNT	BUDGET AMOUNT	AMOUNT OVER BUDGET	% OF BUDGET
Ordinary Income/Expense				
Income				
4100 - Membership Dues	\$23,697.65	\$23,500.00	\$197.65	100.84%
4200 - New Construction Fees	\$3,250.00	\$3,000.00	\$250.00	108.33%
4300 - Directory Ads	\$1,387.50	\$2,300.00	(\$912.50)	60.33%
4350 - Newsletter Ads	\$4,251.61	\$4,500.00	(\$248.39)	94.48%
4400 - Interest Income	\$643.07	\$50.00	\$593.07	1,286.14%
4500 - Donations Received	\$1,020.00	\$0.00	\$1,020.00	0.00%
4600 - 50/50	\$135.00	\$0.00	\$135.00	0.00%
4610 - Misc. Income	\$5.00	\$100.00	(\$95.00)	5.00%
4620 - Badges - Member Paid	\$174.94	\$0.00	\$174.94	0.00%
4700 - Events - Member Paid	\$10,465.00	\$2,800.00	\$7,665.00	373.75%
Total - Income	\$45,029.77	\$36,250.00	\$8,779.77	124.22%
Gross Profit	\$45,029.77	\$36,250.00	\$8,779.77	124.22%
Expense				
6100 - Landscaping Reserve	\$3,100.39	\$1,000.00	\$2,100.39	310.04%
6150 - Landscaping/Property Mgmt	\$13,399.48	\$13,370.00	\$29.48	100.22%
6300 - Directory Preparation	\$1,071.77	\$1,000.00	\$71.77	107.18%
6350 - Newsletter Preparation	\$5,429.57	\$4,800.00	\$629.57	113.12%
6400 - Legal Fees	\$2,419.68	\$4,000.00	(\$1,580.32)	60.49%
6420 - Liability Insurance	\$2,711.35	\$2,800.00	(\$88.65)	96.83%
6500 - Donation Given	\$100.00	\$250.00	(\$150.00)	40.00%
6620 - Badges	\$239.27	\$50.00	\$189.27	478.54%
6700 - Events Member Paid	\$4,024.00	\$2,900.00	\$1,124.00	138.76%
6710 - Events BSIA Paid	\$8,068.13	\$2,200.00	\$5,868.13	366.73%
6730 - Storage Unit Rent	\$769.40	\$785.00	(\$15.60)	98.01%
6750 - PO Box Rental	\$194.00	\$200.00	(\$6.00)	97.00%
6760 - Postage and Delivery	\$492.87	\$100.00	\$392.87	492.87%
6770 - Safe deposit Rent	\$100.00	\$100.00	\$0.00	100.00%
6800 - Software	\$104.93	\$100.00	\$4.93	104.93%
6820 - Web Emails Constant Contact	\$631.40	\$588.00	\$43.40	107.38%
6830 - State Fees	\$61.25	\$65.00	(\$3.75)	94.23%
6900 - Misc. Expense	\$157.54	\$500.00	(\$342.46)	31.51%
6920 - Surveillance Cameras	\$657.88	\$0.00	\$657.88	0.00%
6930 - Meeting Room Rent	\$0.00	\$675.00	(\$675.00)	0.00%
6940 - Shredder Day	\$600.00	\$645.00	(\$45.00)	93.02%
6950 - Banners	\$51.46	\$120.00	(\$68.54)	42.88%
Total - Expense	\$44,384.37	\$36,248.00	\$8,136.37	122.45%
Net Ordinary Income	\$645.40	\$2.00	\$643.40	32,270.00%
Net Income	\$645.40	\$2.00	\$643.40	32,270.00%