

Burnt Store Isles Association Board of Directors Meeting Minutes

Approved 2.3.2023

In-Person Meeting Held at Twin Isles Country Club
January 6, 2023
Meeting Called to Order at 9:00 a.m.

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

1 UPDATE – PUNTA GORDA POLICE DEPARTMENT (PGPD) – CHIEF DAVIS

Also representing the Punta Gorda Police Department: Lt. Justin Davoult and Canine Officer Chance
Chief Davis highlighted the following;

- Mid-week shooting investigation is still open, but expressed no concern about the public safety.
- Monitoring speed on section of Tripoli; majority of speeders are residents. Speed strips will be placed.
- Martin Luther King Parade, Jan. 16 at 11:00 starting at Event Center finishing at Cooper Recreation Center.
- Police department website contains helpful information about crime mapping, traffic safety among other resources: <https://www.ci.punta-gorda.fl.us/government/police>
- Florida Department of Transportation (FDOT) is holding an open forum on Jan. 26 from 5:00 to 7:00 p.m. at the event center to invite comment on highway 41 improvements and encouraged attendance.
- Chief responded to questions about whether the city's noise ordinance could be invoked with Fed Ex trucks. Chief encouraged residents to call Fed Ex directly.

2 ROLL CALL –

Officers Present

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

Directors Present

Faith Ferris, Community Standards
Jenny Anderson, E Communications
John Bothwell (JB), Membership
Dave Elkins, Neighborhood Security
Wanda Daugherty, Social

Bill Courtney, Past President

Other Board and Committee Representatives

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

Excused: Mary Boeringer, Planning

Brian Bender Legal Liaison
Kathy Martinelli, Special Projects

A quorum has been established.

Other Attendees:

Rich and Pamela 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

Faith moved, seconded by Patricia, to approve the Minutes dated December 2, 2022. Motion carried.

4 OFFICER'S REPORTS

President – Bill Page

- Bill will forward additional information regarding the January 26 FDOT meeting referenced by Chief Davis.
- Board members can expect to receive meeting agendas the Monday prior to the meeting.

Vice President – Patricia Iorio

- Patricia reports that there are two requests in the pipeline which she will complete before transitioning to Faith in the role of Community Standards.

Secretary – Charmaine Ponkratz

- Charmaine offered thanks to David DeGerome in transitioning scribe duties and invited members to offer suggestions to the breadth of detail captured in minutes going forward.

Treasurer – Lee Brandt

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

- **Financial Reports** – Budget vs. Actual January to December 2022
- **Checking Account Balances**

(See detail at the end of these minutes.)

- Lee noted that BSIA ended the year with a surplus.
- He also reported that membership dues paid this year is at 200, compared to 300 in prior year at the same time. Total membership at year-end 2022 was just over 500. See additional comments under Communication report.

5 OLD BUSINESS - NONE

6 NEW BUSINESS - NONE

Architectural Review Committee –

- Pending from prior meeting: Policy and Procedures – Mission Statement – Escalation Guide - Next order of business for this Committee will be the development of a Policy and Procedures Mission Statement along with an Escalation Guide and formalized Process Steps.
- The committee met in response to homeowners contacting several board members requesting that BSIA intervene with insurance companies on the issues related to roof repair. It was the opinion of the

Committee, affirmed by the Board, that this is beyond the scope of HOA responsibility. By consensus it was suggested that people be steered to the recommendations tab on the Next Door website for references on legal or public adjuster assistance.

7 DIRECTORS' REPORTS

Community Standards – Faith Ferris

Architectural Change Requests – five roof applications have been approved. Faith indicated that every effort will be made to process applications expeditiously.

Communication – Jenny Anderson

- Jenny reported that 57 members are registered as mail-only communications and three have no email address.
- A dedicated email will be issued this week to nudge membership renewals. Information has been posted on Facebook and Next Door.
- Next steps discussed to encourage membership renewal included personal contact by Board members, a US Post mailing, displaying the membership drive banner at the entrance and consideration to extend the membership deadline to be included in the directory.

Legal Liaison – Brian Bender - no report

Membership – John Bothwell (J.B.)

- J.B. will forward constant contact emails to Lee to sync membership and dues information.

Neighborhood Security – Dave Elkins

- Dave reiterated the speeding issues cited by Chief Davis, with specific concern for a delivery vehicle.

Planning – Mary Boeringer – no report

Social – Wanda Daugherty

- Wanda reported on a successful Christmas Party with attendance of about 110.
- The Comedy Show for February 28 will include a taco buffet, separately priced from the show tickets. Information to the membership will be updated. It is also noted that there will be table service for drinks. Capacity is 148. Current ticket sales are at 50. Age appropriate attendance is suggested.
- The Friday mixer event continues to be well attended.

Special Projects – Kathy Martinelli – no report

Past President – Bill Courtney

- Bill reiterated the opportunity to participate in the FDOT event by registering, watching live and/or offering comment.
- He also inquired about the directors' interest in BSIA business cards. Some positions lend themselves to using a title-specific card for introductions, while other positions may be well served by a generic BSIA business card. Bill will coordinate.

8 PUBLISHER REPORTS

Newsletter (published 3 times a year) - Diane Peterson

Directory – Diane Peterson

- Member articles due January 10. It was noted that content should have a forward look as board members take new posts.

Advertising Sales - Dave Elkins - no report

9 GUEST /MEMBER COMMENTS OR ISSUES

- Rich Bevak encouraged the board to consider additional opportunities for an open forum and information sharing among members.
- David DeGerome highlighted the importance of board attention to the membership drive, traffic management/security and matters of architectural change.

10 Other Topics Discussed Prior to Meeting End

There were no topics discussed that apply to this category

11 ADJOURN

Dave moved, seconded by J.B., to adjourn the meeting. Motion carried.

Meeting adjourned at 10:10 AM

The next Board Meeting is planned to be held on Friday, February 3, 2023.

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 1.6.2023 meeting – as of December 31, 2022

Checking	Current Balance	Available Balance
Operating xxxxxx3729	\$ 24,960.65	\$ 24,960.65
Reserve Xxxxxx3750	\$ 52,532.21	\$ 52,532,21
TOTAL	\$ 77,492.86	\$ 77,492.86

Burnt Store Isles Association, Inc
Burnt Store Isles Association
Budget vs. Actual
From Jan 2022 to Dec 2022

FINANCIAL ROW	AMOUNT	BUDGET AMOUNT	AMOUNT OVER BUDGET	% OF BUDGET
Ordinary Income/Expense				
Income				
4100 - Membership Dues	\$23,122.54	\$23,625.00	(\$502.46)	97.87%
4200 - New Construction Fees	\$5,250.00	\$3,000.00	\$2,250.00	175.00%
4300 - Directory Ads	\$2,124.50	\$2,307.00	(\$182.50)	92.09%
4350 - Newsletter Ads	\$4,470.99	\$1,500.00	\$2,970.99	298.07%
4400 - Interest Income	\$13.67	\$150.00	(\$136.33)	9.11%
4500 - Donations Received	\$20.00	\$0.00	\$20.00	0.00%
4600 - 50/50	\$307.00	\$0.00	\$307.00	0.00%
4610 - Misc. Income	\$220.00	\$100.00	\$120.00	220.00%
4620 - Badges - Member Paid	\$229.17	\$0.00	\$229.17	0.00%
4700 - Events - Member Paid	\$5,893.00	\$1,594.00	\$4,299.00	369.70%
Total - Income	\$41,650.87	\$32,276.00	\$9,374.87	129.05%
Gross Profit	\$41,650.87	\$32,276.00	\$9,374.87	129.05%
Expense				
6100 - Landscaping Reserve	\$0.00	\$1,000.00	(\$1,000.00)	0.00%
6150 - Landscaping/Property Mgmt	\$9,511.07	\$8,514.00	\$997.07	111.71%
6300 - Directory Preparation	\$894.95	\$1,145.00	(\$250.05)	78.16%
6350 - Newsletter Preparation	\$4,319.69	\$4,095.00	\$224.69	105.49%
6400 - Legal Fees	\$4,978.75	\$3,000.00	\$1,978.75	165.96%
6420 - Liability Insurance	\$2,616.97	\$2,900.00	(\$283.03)	90.24%
6500 - Donation Given	\$165.85	\$250.00	(\$84.15)	66.34%
6620 - Badges	\$278.37	\$0.00	\$278.37	0.00%
6700 - Events Member Paid	\$5,718.00	\$1,594.00	\$4,124.00	358.72%
6710 - Events BSIA Paid	\$1,631.74	\$2,000.00	(\$368.26)	81.59%
6730 - Storage Unit Rent	\$770.05	\$584.00	\$186.05	131.86%
6750 - PO Box Rental	\$182.00	\$200.00	(\$18.00)	91.00%
6760 - Postage and Delivery	\$13.45	\$525.00	(\$511.55)	2.56%
6770 - Safe deposit Rent	\$100.00	\$100.00	\$0.00	100.00%
6800 - Software	\$0.00	\$935.00	(\$935.00)	0.00%
6810 - Web Data Remote Hosting	\$1,054.08	\$588.00	\$466.08	179.27%
6820 - Web Emails Constant Contact	\$722.32	\$0.00	\$722.32	0.00%
6830 - State Fees	\$61.25	\$65.00	(\$3.75)	94.23%
6900 - Misc. Expense	\$427.51	\$1,050.00	(\$622.49)	40.72%
6910 - Office Supplies	\$90.86	\$0.00	\$90.86	0.00%
6920 - Surveillance Cameras	\$3,872.59	\$6,280.00	(\$2,407.41)	61.67%
6930 - Meeting Room Rent	\$567.00	\$630.00	(\$63.00)	90.00%
6940 - Shredder Day	\$600.00	\$600.00	\$0.00	100.00%
6950 - Banners	\$0.00	\$250.00	(\$250.00)	0.00%
6970 - Mass Mailings	\$1,811.61	\$2,000.00	(\$188.39)	90.58%
Total - Expense	\$40,388.11	\$38,305.00	\$2,083.11	105.44%
Net Ordinary Income	\$1,262.76	(\$6,029.00)	\$7,291.76	-20.94%
Net Income	\$1,262.76	(\$6,029.00)	\$7,291.76	-20.94%