

# Burnt Store Isles Association Board of Directors MEETING Minutes

Approved 1.5.2024

In-Person Meeting Held at Twin Isles Country Club  
December 1, 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 AND LT. JUSTIN DAVOULT

---

Chief Davis put the spotlight on **upcoming special events**: December 1 – Light Up The Night, December 9 – Christmas Parade, December 16 – Annual Family Fun Day, a joint venture with the Police and Fire Departments. Lt. Justin Davoult responded to a question about road-legal golf carts and encouraged the residents to call the non-emergency number it concerned about golf carts being operated on roadways.

UPDATE – CITY MANAGER GREG MURRAY

Mr. Murray indicated that the **State of Emergency** from Hurricane Ian has been extended 60 days from the Governor's signing on November 6, 2023. Ramifications for Punta Gorda were cited as follows:

- The city is aware of residents having problems with roofing contractors; materials and installation quality.
- The city is facing supply chain issues and substantial inflationary cost increases on construction projects and street lighting.
- Code enforcement issues are not being aggressively enforced until such time as the state of emergency expires.

Punta Gorda received a grant to fund **staff additions to the police force**, putting more officers on the street. An additional challenge is the compensation adjustments being implemented by surrounding jurisdictions, making police officer retention a challenge.

Mr. Murray framed additional comments in the context of the charter requirements and the statutory role of city government. He discussed the fiscal condition of the city from the perspective of a long view against a backdrop of years of deferred maintenance on various assets.

He encouraged involvement in the city government process. The City Manager's December 1 weekly update is available here: [14973 \(punta-gorda.fl.us\)](https://www.punta-gorda.fl.us/14973)

Attendees asked questions about bonding capacity, traffic concerns and the impact on city services from the new developments being planned with the implications for potential annexation.

## 2. Roll Call –

---

### Officers Present

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

### Directors Present

Faith Ferris, Community Standards  
Jenny Anderson, E. Communications  
Brian Bender, Legal Liaison  
Wendy Heath Brandt, Membership

David Elkins, Neighborhood Security  
Mary Boeringer, Planning  
Wanda Daugherty, Social  
Kathy Martinelli, Special Projects

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: All officers and directors present.

### **A quorum has been established.**

Other Attendees:

David De Gerome, BSI resident and BSIA member

Bob Fritz, BSI resident and BSIA member

Polly Green, BSI resident, BSIA member, and income e-communications Director

### **3. REVIEW AND APPROVE BOARD MEETING MINUTES**

---

It was moved by Wendy and seconded by Jenny to approve the Minutes dated November 3, 2023. Motion approved.

### **4. OFFICERS' REPORTS**

---

#### **President – Bill Page**

- Bill noted that in the future the **Board meeting attendance** will be limited to members and invited guests.
- He provided an update on the **Joint Legislative presentation** that was made regarding Madrid and US 41. A copy was provided to board members with the agenda.

#### **Vice President – Patricia Iorio**

- Patricia reported that 2 projects were approved; one new construction, one garage access door.

#### **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 November 2023 (*See detail at end of these minutes.*)
- **Banking Account Balances** (*See detail at the end of these minutes.*)
- The maturing Certificate of Deposit was renewed for a term of 8 months.
- Lee and Bill will be pursuing the issuance of a credit card for payment convenience.

### **5. OLD BUSINESS – NO REPORT**

### **6. NEW BUSINESS -**

---

- Review of the annual meeting for follow up and future meeting action items:
  - Feedback from the meeting was generally positive.
  - For next year, encourage members to identify themselves by name.
  - The afternoon timing for the meeting was well received.
  - Interest in the **short-term rental regulations** was expressed; **Bill Courtney will follow up.**

- Concern was expressed about those **not stopping for the school bus**. It was noted that the association installed the bike racks some years ago. **David will follow up** on what bus stop images are captured by the security cameras.
- The Board discussed **assessing a fee for architectural reviews being submitted by non-members**. This matter was **referred to the Architectural Review Committee** for proposal development.

## 7 DIRECTORS' REPORTS

---

### Community Standards – Faith Ferris

- Faith reported 16 approvals for the month, 5 in the pipeline, and 3 non-compliance letters were issued, several other non-compliance letters to be issued.
- No update on Tiki Hut.

### E-Communication – Jenny Anderson

- Jenny has issued the communications to the 30 households/members who have requested United States Postal Service contact.
- Polly Green has been producing the e-weekly; Joanne Fritz has been posting on the website.

### Legal Liaison – Brian Bender

- Brian reported that the legal process continues for the 3907 Madrid Court roof compliance.

### Membership – Wendy Heath Brandt

- Wendy reported that there are 550 members currently. Promoting the idea of renewing membership at the annual meeting was successful.
- The contents for a **SWAG (stuff we all get) bag** for new residents is being researched.

### Neighborhood Security – Dave Elkins

- It was reported that when canal work occurs the **construction vehicles** create traffic navigation congestion; **David will follow up**.
- The access road near Home Depot was discussed as a security concern. No action taken.

### Planning – Mary Boeringer - no report

### Social – Wanda Daugherty

- Wanda reported the following event participation: **Glo Ride** at 33 and **Christmas Party** at 55.
- It was suggested that the officers become the **Christmas light judging** panel and report the winners at the Christmas Party. Judging is tentatively planned for December 12.
- The **New Year's Eve Conch Blow** event will be celebrated at the Gilchrist Pavilion, reserved from 5 – 7 p.m.
- **Comedy Night** is scheduled for February 27.

### Special Projects – Kathy Martinelli

- **Tripoli and Madrid Monument** Update: Kathy reported that the electric panels will be lowered on December 19, followed by Stoneworks to cut down the monument.
- **Shredder Day** is scheduled for April 20.

### Past President – Bill Courtney - no report

## 8 PUBLISHER REPORTS

---

### Newsletter (published 3 times a year) - Diane Peterson

- Bill P. reminded the Board of the publication schedule for the next newsletter.

### Directory – Diane Peterson – no report

### Advertising Sales - Dave Elkins – no report

9 GUEST /MEMBER COMMENTS OR ISSUES - NONE

---

10 Other Topics Discussed Prior to Meeting End

---

Bill P. offered heartfelt appreciation for the service of Jenny Anderson and Mary Boeringer.

11 ADJOURN

---

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

Meeting adjourned at 10:50 A.M.

The next Board Meeting is planned to be held on Friday, January 5, 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 12.1.2023 meeting – as of November 30, 2023

---

|                         | Current Balance |
|-------------------------|-----------------|
| Checking xxxxxx3729     | \$ 25,742.58    |
| Money Market xxxxxx3750 | \$ 32,679.44    |
| Certificate of Deposit  | \$ 20,000.00    |
| TOTAL                   | \$ 78,422.02    |

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

| FINANCIAL ROW                      | AMOUNT             | BUDGET AMOUNT      | AMOUNT OVER BUDGET  | % OF BUDGET    |
|------------------------------------|--------------------|--------------------|---------------------|----------------|
| <b>Ordinary Income/Expense</b>     |                    |                    |                     |                |
| <b>Income</b>                      |                    |                    |                     |                |
| 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             | \$627.44           | \$50.00            | \$577.44            | 1,254.88%      |
| 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                | \$0.00             | \$100.00           | (\$100.00)          | 0.00%          |
| 4620 - Badges - Member Paid        | \$190.34           | \$0.00             | \$190.34            | 0.00%          |
| 4700 - Events - Member Paid        | \$4,370.00         | \$2,800.00         | \$1,570.00          | 156.07%        |
| <b>Total - Income</b>              | <b>\$38,929.54</b> | <b>\$36,250.00</b> | <b>\$2,679.54</b>   | <b>107.39%</b> |
| <b>Gross Profit</b>                | <b>\$38,929.54</b> | <b>\$36,250.00</b> | <b>\$2,679.54</b>   | <b>107.39%</b> |
| <b>Expense</b>                     |                    |                    |                     |                |
| 6100 - Landscaping Reserve         | \$1,320.39         | \$1,000.00         | \$320.39            | 132.04%        |
| 6150 - Landscaping/Property Mgmt   | \$12,689.48        | \$12,660.00        | \$29.48             | 100.23%        |
| 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                  | \$1,034.68         | \$4,000.00         | (\$2,965.32)        | 25.87%         |
| 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                      | \$198.84           | \$50.00            | \$148.84            | 397.68%        |
| 6700 - Events Member Paid          | \$4,024.00         | \$2,900.00         | \$1,124.00          | 138.76%        |
| 6710 - Events BSIA Paid            | \$714.35           | \$2,200.00         | (\$1,485.65)        | 32.47%         |
| 6730 - Storage Unit Rent           | \$700.82           | \$719.58           | (\$18.76)           | 97.39%         |
| 6750 - PO Box Rental               | \$194.00           | \$200.00           | (\$6.00)            | 97.00%         |
| 6760 - Postage and Delivery        | \$460.88           | \$100.00           | \$360.88            | 460.88%        |
| 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%         |
| <b>Total - Expense</b>             | <b>\$33,014.59</b> | <b>\$35,472.58</b> | <b>(\$2,457.99)</b> | <b>93.07%</b>  |
| <b>Net Ordinary Income</b>         | <b>\$5,914.95</b>  | <b>\$777.42</b>    | <b>\$5,137.53</b>   | <b>760.84%</b> |
| <b>Net Income</b>                  | <b>\$5,914.95</b>  | <b>\$777.42</b>    | <b>\$5,137.53</b>   | <b>760.84%</b> |