

# Burnt Store Isles Association Board of Directors MEETING Minutes

Approved 11.3.2023

In-Person Meeting Held at Twin Isles Country Club

October 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) – NO REPORT

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2. Roll Call –

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Officers Present

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

Directors Present

Faith Ferris, Community Standards  
Jenny Anderson, E. Communications  
Brian Bender, Legal Liaison – via phone  
Wendy Heath Brandt, Membership  
David Elkins, Neighborhood Security  
Mary Boeringer, Planning

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:

Wanda Daugherty, Social  
Kathy Martinelli, Special Projects

**A quorum has been established.**

Other Attendees:

David DeGerome, BSI Resident and BSIA Member  
Ira Stein, BSI Resident and BSIA Member  
Dennis Williams, BSI Resident

### 3. REVIEW AND APPROVE BOARD MEETING MINUTES

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It was moved by Faith and seconded by David to approve the Minutes dated September 18, 2023. Motion approved.

### 4. OFFICERS' REPORTS

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#### President – Bill Page

- Annual Meeting, November 14<sup>th</sup> at 3:00 p.m. – Bill is updating the slide presentation for the Annual Meeting and will present draft at the November Board Meeting. Faith and Pat shared information about the meeting logistics from previous years. Board members are encouraged to invite neighbors to the meeting.
- Roof Replacement Article in Weekly – Posting this information in the e-weekly has been well received and helpful in reminding residents about the approval process for exterior changes. Bill requested that Jenny run the article monthly for the foreseeable future.
- Burnt Store Road Citizens Committee – While BSI is not an official member of the Burnt Store Road Citizens Committee, a contact is maintained for mutually beneficial exchange of information.
- Meeting With State Representative – Bill P. and Bill C. will be meeting with Michael Grant to explore the Madrid traffic situation.

#### Vice President – Patricia Iorio

- 629 Monaco with Harbor Homes – new construction was approved.
- 300 Monaco garage update – the homeowner has provided rendering with the new garage attached and was approved.
- 706 Antalya update – A complaint was received on soil erosion from the new construction. City of Punta Gorda has requested remedial action and the builder has been very responsive.
- Home under construction on Monaco has been posted with a 'stop construction' sign from Punta Gorda.

#### 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 September 2023 (*See detail at end of these minutes.*)
- **Checking Account Balances** (*See detail at the end of these minutes.*)  
Membership income received going forward will be credited to 2024. Only new construction income and advertising income will be credited to 2023.
- 2024 Budget information (see detail at the end of these minutes.) - **BUDGET MOTION:** It was moved by David and seconded by Mary, to approve the budget as presented and posted in the September minutes. Motion approved.

- 2022 Financial Audit - Lee reported that a review was conducted and deemed to be in good order.

## 5. OLD BUSINESS

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## 6. NEW BUSINESS

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- Political Candidates Meet and Greet – There was considerable discussion on the topic of inviting political candidates to either the Board Meeting, a forum following the meeting, or hosting a candidate forum at a time dedicated for that purpose. An alternative discussed was jointly hosting a candidate forum with Twin Isles Country Club, open to BSI and TICC membership. Careful discussion centered around the risks and benefits of getting involved in the political arena. All action and resolution was deferred.
- Potential change of Planning Director to Community Relations Director (open position) – It was noted that a change in the title of any director position would require an amendment to the BSIA Bylaws. A workable solution is to clarify the job description to include the scope of community relations activities. With appreciation it is noted that Mary's term expires in that position at the end of the year. Bill Courtney expressed interest in being nominated for the position at the upcoming Annual Meeting.
- Deed Restrictions and Code Enforcement – The Board is reminded that the enforcement of Deed Restrictions had been relaxed in the wake of Hurricane Ian. The question before the Board is how long until the Board returns to its full complement of deed restriction enforcement; from signage size restrictions to dirty roofs, to yard debris clean up. By consensus this matter will be previewed at the Annual Meeting so that the membership feedback may be used to inform the timeframe when it becomes reasonable and appropriate to begin enforcement.

## 7 DIRECTORS' REPORTS

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### **Community Standards – Faith Ferris**

- Faith reported that in the last 5 weeks she has received 28 roof replacement requests.
- 3907 Madrid Court – The standing seam roof has been completed. Legal Liaison Brian has contacted the Association's attorney. The homeowner has until October 17 to agree to the mediation process. If that is declined, the next step is litigation.
- 3553 Di Leuca - This property will be considered at a penalty hearing on October 25. Faith will be in attendance.
- 5065 San Massimo – The structure in question is a free-standing tiki hut which was not permitted by the city nor approved by the BSIA Board. The Architectural Review Committee, the builder and the property owner are meeting to discuss the situation.
- Faith indicated that she has been teaming with Pam Nelson on some of the community standards processing requests. Pam is encouraged to attend future meetings of the Board.

### **Communication – Jenny Anderson**

- Jenny has been problem solving with GoDaddy to determine why Faith's BSIA email address is failing.
- There was favorable reaction to last month's ZOOM Board meeting as it was convenient for members to attend without having to make their way to the in-person meeting location.
- The BSIA Facebook group has been put on hold. At this point all the non-members have been purged. This communication channel may be reopened in the new year with a fresh review of what content/subject matter will be permitted to be posted.

### **Legal Liaison – Brian Bender**

- 3907 Madrid Court – Brian alerted the Board to the budget ramifications of the potential litigation.
- The resolution for 300 Monaco was seen as a favorable outcome for both homeowner and Association.

### **Membership – Wendy Heath Brandt**

- Wendy reported that current membership is 539; renewals for 2024 are beginning.
- 2024 membership renewals can be paid at the Annual Meeting.

### **Neighborhood Security – Dave Elkins**

- **Do the Right Thing Donation MOTION** – It was moved by David, seconded by Jenny, to make a donation to Do the Right Thing in the amount of \$100. Motion approved. It is noted that over 25 years in operation, Do the Right Thing has recognized over 1000 students for achievement in academics, athletics, acts of heroism, community service and for doing the right thing. It is an effort spearheaded by Lt. Justin Davoult, a frequent guest at BSIA Board meetings.
- David reported that the electrical on Monaco has been completed, but noted that the light is not working. He will coordinate with Kathy to determine if it is the lightbulb or more electrical work needed.

### **Planning – Mary Boeringer**

- Mary inquired about the website posting Board member email addresses.

### **Social – Wanda Daugherty – via email to Bill**

- The bowling outing is being finalized.
- The Christmas Party is scheduled for December 16.

### **Special Projects – Kathy Martinelli – via email to Bill**

- Tripoli and Madrid Monument – contracts are being negotiated.

### **Past President – Bill Courtney - no report**

## **8 PUBLISHER REPORTS**

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### **Newsletter (published 3 times a year) - Diane Peterson – no report**

**Directory – Diane Peterson – no report.**

**Advertising Sales - Dave Elkins**

- Beltran Nursery has delayed their advertising submission.

**9 GUEST /MEMBER COMMENTS OR ISSUES**

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- Affirmed the idea of planning a candidate forum while weighing the benefits and risks.

**10 Other Topics Discussed Prior to Meeting End**

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There were no topics discussed that apply to this category.

**11 ADJOURN**

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It was moved by Bill, seconded by Jenny, to adjourn the meeting. Motion carried.

Meeting adjourned at 10:20 AM

The next Board Meeting is planned to be held on Friday, November 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 10.6.2023 meeting – as of September 30, 2023**

	Current Balance
Checking xxxxxx3729	\$26,654.55
Money Market Xxxxxx3750	\$32,652.15
Certificate of Deposit	\$20,000.00
<b>TOTAL</b>	<b>\$79,306.70</b>

**Burnt Store Isles Association, Inc**  
**Burnt Store Isles Association**  
**Budget vs. Actual**  
**From Jan 2023 to Sep 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	\$2,750.00	\$3,000.00	(\$250.00)	91.67%
4300 - Directory Ads	\$1,287.50	\$2,300.00	(\$1,012.50)	55.98%
4350 - Newsletter Ads	\$4,251.61	\$4,500.00	(\$248.39)	94.48%
4400 - Interest Income	\$100.49	\$50.00	\$50.49	200.98%
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	\$140.34	\$0.00	\$140.34	0.00%
4700 - Events - Member Paid	\$4,185.00	\$2,800.00	\$1,385.00	149.46%
<b>Total - Income</b>	<b>\$37,567.59</b>	<b>\$36,250.00</b>	<b>\$1,317.59</b>	<b>103.63%</b>
<b>Gross Profit</b>	<b>\$37,567.59</b>	<b>\$36,250.00</b>	<b>\$1,317.59</b>	<b>103.63%</b>
<b>Expense</b>				
6100 - Landscaping Reserve	\$100.00	\$1,000.00	(\$900.00)	10.00%
6150 - Landscaping/Property Mgmt	\$11,269.48	\$11,240.00	\$29.48	100.26%
6300 - Directory Preparation	\$1,071.77	\$1,000.00	\$71.77	107.18%
6350 - Newsletter Preparation	\$3,618.95	\$4,800.00	(\$1,181.05)	75.39%
6400 - Legal Fees	\$575.00	\$4,000.00	(\$3,425.00)	14.38%
6420 - Liability Insurance	\$2,711.35	\$2,800.00	(\$88.65)	96.83%
6500 - Donation Given	\$0.00	\$250.00	(\$250.00)	0.00%
6620 - Badges	\$198.04	\$50.00	\$148.04	396.08%
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	\$562.36	\$588.74	(\$26.38)	95.52%
6750 - PO Box Rental	\$0.00	\$200.00	(\$200.00)	0.00%
6760 - Postage and Delivery	\$377.39	\$100.00	\$277.39	377.39%
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>\$27,587.15</b>	<b>\$33,921.74</b>	<b>(\$6,334.59)</b>	<b>81.33%</b>
<b>Net Ordinary Income</b>	<b>\$9,980.44</b>	<b>\$2,328.26</b>	<b>\$7,652.18</b>	<b>428.67%</b>
<b>Net Income</b>	<b>\$9,980.44</b>	<b>\$2,328.26</b>	<b>\$7,652.18</b>	<b>428.67%</b>

**Burnt Store Isles Association, Inc**  
**Burnt Store Isles Association**  
**Budget vs. Actual**  
**From Jan 2024 to Dec 2024**

FINANCIAL ROW	AMOUNT	BUDGET AMOUNT	AMOUNT OVER BUDGET	% OF BUDGET
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4100 - Membership Dues	\$0.00	\$23,500.00	(\$23,500.00)	0.00%
4200 - New Construction Fees	\$0.00	\$2,000.00	(\$2,000.00)	0.00%
4300 - Directory Ads	\$0.00	\$2,500.00	(\$2,500.00)	0.00%
4350 - Newsletter Ads	\$0.00	\$4,500.00	(\$4,500.00)	0.00%
4400 - Interest Income	\$0.00	\$450.00	(\$450.00)	0.00%
4610 - Misc. Income	\$0.00	\$50.00	(\$50.00)	0.00%
4700 - Events - Member Paid	\$0.00	\$2,800.00	(\$2,800.00)	0.00%
<b>Total - Income</b>	<b>\$0.00</b>	<b>\$35,800.00</b>	<b>(\$35,800.00)</b>	<b>0.00%</b>
<b>Gross Profit</b>	<b>\$0.00</b>	<b>\$35,800.00</b>	<b>(\$35,800.00)</b>	<b>0.00%</b>
<b>Expense</b>				
6100 - Landscaping Reserve	\$0.00	\$1,000.00	(\$1,000.00)	0.00%
6150 - Landscaping/Property Mgmt	\$0.00	\$8,520.00	(\$8,520.00)	0.00%
6300 - Directory Preparation	\$0.00	\$1,250.00	(\$1,250.00)	0.00%
6350 - Newsletter Preparation	\$0.00	\$6,000.00	(\$6,000.00)	0.00%
6400 - Legal Fees	\$0.00	\$3,500.00	(\$3,500.00)	0.00%
6420 - Liability Insurance	\$0.00	\$2,800.00	(\$2,800.00)	0.00%
6500 - Donation Given	\$0.00	\$250.00	(\$250.00)	0.00%
6620 - Badges	\$0.00	\$50.00	(\$50.00)	0.00%
6700 - Events Member Paid	\$0.00	\$2,800.00	(\$2,800.00)	0.00%
6710 - Events BSIA Paid	\$0.00	\$2,200.00	(\$2,200.00)	0.00%
6730 - Storage Unit Rent	\$0.00	\$900.00	(\$900.00)	0.00%
6750 - PO Box Rental	\$0.00	\$200.00	(\$200.00)	0.00%
6760 - Postage and Delivery	\$0.00	\$200.00	(\$200.00)	0.00%
6770 - Safe deposit Rent	\$0.00	\$100.00	(\$100.00)	0.00%
6800 - Software	\$0.00	\$100.00	(\$100.00)	0.00%
6810 - Web Data Remote Hosting	\$0.00	\$2,600.00	(\$2,600.00)	0.00%
6820 - Web Emails Constant Contact	\$0.00	\$800.00	(\$800.00)	0.00%
6830 - State Fees	\$0.00	\$65.00	(\$65.00)	0.00%
6900 - Misc. Expense	\$0.00	\$1,000.00	(\$1,000.00)	0.00%
6910 - Office Supplies	\$0.00	\$100.00	(\$100.00)	0.00%
6930 - Meeting Room Rent	\$0.00	\$675.00	(\$675.00)	0.00%
6940 - Shredder Day	\$0.00	\$625.00	(\$625.00)	0.00%
<b>Total - Expense</b>	<b>\$0.00</b>	<b>\$35,735.00</b>	<b>(\$35,735.00)</b>	<b>0.00%</b>
<b>Net Ordinary Income</b>	<b>\$0.00</b>	<b>\$65.00</b>	<b>(\$65.00)</b>	<b>0.00%</b>
<b>Net Income</b>	<b>\$0.00</b>	<b>\$65.00</b>	<b>(\$65.00)</b>	<b>0.00%</b>