

# Burnt Store Isles Association Board of Directors MEETING Minutes

DRAFT

In-Person Meeting Held at Twin Isles Country Club

April 5, 2024

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) LT. JUSTIN DAVOULT AND LT. SHANE CHODAKOWSKY

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Lt. Chodakowsky visited the meeting for the first time, been with PGPD for 14 years, been lead on traffic patrol and member on Charlotte County SWAT team.

Lt. Davoult noted the following:

- Chief Pamela Davis was recently married; now Chief Smith.
- PGPD still has seven officer positions open; 3 offers pending.
- PGPD also has three dispatcher vacancies in pipeline. In 2023 the call center processed 62,000 calls.
- Traffic enforcement on Tripoli and Burnt Store Road continues. (26 tickets issued on 4.4.2024)
- The awards banquet was held earlier in the week with appropriate recognition to those who serve in extraordinary ways.

## 2. Roll Call –

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### Officers Present

Bill Page, President

Lee Brandt, Treasurer

Charmaine Ponkratz, Secretary

### Directors Present

Faith Ferris, Community Standards

Polly Green, E-Communications

Wendy Heath Brandt, Membership

Bill Courtney, Planning and Past President

Wanda Daugherty, Social

### Other Board and Committee Representatives

Diane Peterson, Newsletter and Directory (not able to attend today's meeting)

David Elkins – Advertising Sales (excused)

### Excused:

Patricia Iorio, Vice President

Brian Bender, Legal Liaison

David Elkins, Neighborhood Security

Kathy Martinelli, Special Projects

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

### Other Attendees:

Rich and Pam Bevak, BSI resident and BSIA member

Rick Daughtery, BSI resident and BSIA member

Bob Fritz, BSI resident and BSIA member

Joe Lanza, BSI resident and BSIA member

Dennis Williams, BSI resident

### 3. REVIEW AND APPROVE BOARD MEETING MINUTES

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It was moved by Wendy and seconded by Wanda to approve the Minutes dated March 1, 2024. Motion approved.

### 4. OFFICERS' REPORTS

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#### President – Bill Page

- **Election Information** – Bill queried the board members to determine whether local election information might be helpful for the upcoming newsletter, confirming the positions for which residents are eligible to vote.
- **Deed Restriction mailing** – The last mass mailing of the deed restriction booklet was in 2022. With the turnover in ownership it has been customary for deed restriction information to be mailed to all residents every two years. There was conversation about how the information might be consolidated onto an oversized postcard to save both printing and mailing expense while still providing summary level information and directing the reader to the BSIA website for more detailed information. This matter will be revisited next month.

**Vice President – Patricia Iorio (excused) – no report.**

**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 March (*See detail at end of these minutes.*)
- **Banking Account Balances** (*See detail at the end of these minutes.*)
- By consensus the board affirmed the transfer of \$20K in reserves to a **Certificate of Deposit** with a laddered renewal from the existing Certificate of Deposit.
- Lee is resolving the logistics to make an electronic credit card payment.
- The Shipping Post arrangement is working smoothly.

### 5. OLD BUSINESS – NO REPORT

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### 6. NEW BUSINESS

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Rick Daughtery reported on behalf of the Canal Committee. He informed the Board that Mark Stone is the newly named Canal Maintenance Supervisor. Rick shared an update on the effort to acquire a **staging lot** within the boundaries of BSI for purposes of canal maintenance equipment and construction logistics. Currently such staging happens at the few remaining vacant lots in the development. Once those are built-out, canal maintenance efforts will be hampered. The City of Punta Gorda is supportive of appropriate land acquisition, will provide the funding, to be paid back with a special canal assessment to canal property owners over several years. This matter has previously received support at a community townhall-type meeting and again in the discussion with the BSIA Board members.

### 7 DIRECTORS' REPORTS

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#### Community Standards – Faith Ferris

- Faith reported that **16 architectural changes** were approved.
- She noted that complaints range from lift disrepair to dogs barking and generator placement. The guidance from the Board, as previously stated at the June 2, 2023 meeting is as follows: that the Community Standards Director is **to initiate letters of non-compliance for all BSI deed restriction violations and to direct residents to Punta Gorda Compliance for all matters of code restriction**

**violation.** Currently, when a violation is reported to the Community Standards director that violates BOTH the BSI deed restrictions and the City Code a letter is sent from the Community Standards Director citing the dual violation, but the Community Standards Director does not elevate the violation to Punta Gorda Compliance. The statement in these minutes supersedes any other guidance in previous minutes.

- The matter of **overnight parking** or rvs and trailers (mobile homes) will be addressed with a proposed policy statement at next month's meeting. Bill Page will distribute a draft, prepared by Faith, to the Board members, for feedback prior to a final draft being presented for next month's meeting.

#### **E-Communication – Polly Green**

- Polly reported that the **directory** is ready to be distributed.
- Messages on the **BSIA Facebook from non-members** have been deleted.
- **On-line membership enrollment** is back up and operating. An alternate to our current online vendor is being explored.
- Go Daddy email rejection issues continue.

#### **Legal Liaison – Brian Bender (excused) – presented by Bill Page**

- **3907 Madrid Court roof non-compliance** – Bill indicated there is no chance to accelerate the resolution.

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

- Wendy reported that **membership** stands at 469 with three in the pipeline.

#### **Neighborhood Security – David Elkins (excused) – no report**

#### **Planning – Bill Courtney**

Bill C. reported on the following:

- Nine new vacation rentals were approved; one in BSI on Tripoli.
- Bill is still tracking Florida legislation related to HOAs.

#### **Social – Wanda Daugherty**

Wanda reported on the following:

- April 4 – **Peace River Botanical Gardens** – cancelled
- April 15 – **Food Drive**
- May 16 – **Babcock Ranch Eco Tour**
- June Date TBD – **Darts Night**
- December 7 – **Christmas Party**

#### **Special Projects – Kathy Martinelli (excused) – report by Bill Page**

- **Tripoli and Madrid Monument** –Bill Courtney offered to assist Kathy with the finishing touches on the monument.
- **Shredder Day** – April 20 – The following agreed to serve as volunteers: Lee and Wendy Brandt, Wanda Daugherty, Faith Ferris and Polly Green.

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

## **8 PUBLISHER REPORTS**

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**Newsletter (published 3 times a year) - Diane Peterson** – Bill P. reminded officers and directors that messages can include hurricane readiness reminders as appropriate.

**Directory – Diane Peterson** – no report

**Advertising Sales - Dave Elkins** - no report

## **9 GUEST /MEMBER COMMENTS OR ISSUES - NO ADDITIONAL COMMENTS**

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A guest inquiry affirmed that the Board does not issue any endorsement of political candidates.

**10 OTHER TOPICS DISCUSSED PRIOR TO MEETING END - NONE**

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**11 ADJOURN**

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

Meeting adjourned at 10:00 A.M.

The next Board Meeting is planned to be held on Friday, May 3, 2024

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

Respectfully submitted by Charmaine Ponkratz, Secretary

Notes for BSIA Annual Meeting:

**Bylaw Changes Pending:** Change in director titles, change in address.

**Bank Summary – reported at 4.5.2024 meeting – as of March 31, 2024**

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

**Burnt Store Isles Association, Inc**  
**Burnt Store Isles Association**  
**Budget vs. Actual**  
**Jan 2024, Q1 2024, Feb**  
**2024, Mar 2024**

FINANCIAL ROW	AMOUNT	BUDGET AMOUNT	AMOUNT OVER BUDGET	% OF BUDGET
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4100 - Membership Dues	\$21,159.37	\$23,500.00	(\$2,340.63)	90.04%
4200 - New Construction Fees	\$500.00	\$2,000.00	(\$1,500.00)	25.00%
4300 - Directory Ads	\$1,995.00	\$2,500.00	(\$505.00)	79.80%
4350 - Newsletter Ads	\$2,233.20	\$4,500.00	(\$2,266.80)	49.63%
4400 - Interest Income	\$45.06	\$450.00	(\$404.94)	10.01%
4600 - 50/50	\$175.00	\$0.00	\$175.00	0.00%
4610 - Misc. Income	\$15.00	\$50.00	(\$35.00)	30.00%
4620 - Badges - Member Paid	\$20.00	\$0.00	\$20.00	0.00%
4700 - Events - Member Paid	\$1,468.70	\$2,800.00	(\$1,331.30)	52.45%
<b>Total - Income</b>	<b>\$27,611.33</b>	<b>\$35,800.00</b>	<b>(\$8,188.67)</b>	<b>77.13%</b>
<b>Gross Profit</b>	<b>\$27,611.33</b>	<b>\$35,800.00</b>	<b>(\$8,188.67)</b>	<b>77.13%</b>
<b>Expense</b>				
6100 - Landscaping Reserve	\$1,000.00	\$1,000.00	\$0.00	100.00%
6150 - Landscaping/Property Mgmt	\$2,130.00	\$2,130.00	\$0.00	100.00%
6300 - Directory Preparation	\$0.00	\$1,250.00	(\$1,250.00)	0.00%
6350 - Newsletter Preparation	\$1,591.78	\$6,000.00	(\$4,408.22)	26.53%
6400 - Legal Fees	\$1,152.83	\$3,500.00	(\$2,347.17)	32.94%
6420 - Liability Insurance	\$3,096.00	\$2,800.00	\$296.00	110.57%
6500 - Donation Given	\$0.00	\$250.00	(\$250.00)	0.00%
6620 - Badges	\$25.03	\$50.00	(\$24.97)	50.06%
6700 - Events Member Paid	\$950.00	\$2,800.00	(\$1,850.00)	33.93%
6710 - Events BSIA Paid	\$383.80	\$2,200.00	(\$1,816.20)	17.45%
6730 - Storage Unit Rent	\$205.74	\$225.00	(\$19.26)	91.44%
6750 - PO Box Rental	\$0.00	\$200.00	(\$200.00)	0.00%
6760 - Postage and Delivery	\$7.10	\$200.00	(\$192.90)	3.55%
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	\$159.90	\$2,600.00	(\$2,440.10)	6.15%
6820 - Web Emails Constant Contact	\$1,246.08	\$800.00	\$446.08	155.76%
6830 - State Fees	\$61.25	\$65.00	(\$3.75)	94.23%
6900 - Misc. Expense	\$747.89	\$1,000.00	(\$252.11)	74.79%
6910 - Office Supplies	\$0.00	\$100.00	(\$100.00)	0.00%
6920 - Surveillance Cameras	\$77.87	\$0.00	\$77.87	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%
6950 - Banners	\$78.93	\$0.00	\$78.93	0.00%
<b>Total - Expense</b>	<b>\$12,914.20</b>	<b>\$28,670.00</b>	<b>(\$15,755.80)</b>	<b>45.04%</b>
<b>Net Ordinary Income</b>	<b>\$14,697.13</b>	<b>\$7,130.00</b>	<b>\$7,567.13</b>	<b>206.13%</b>
<b>Net Income</b>	<b>\$14,697.13</b>	<b>\$7,130.00</b>	<b>\$7,567.13</b>	<b>206.13%</b>