

Burnt Store Isles Association Board of Directors MEETING Minutes

Approved 6.2.2023

In-Person Meeting Held at Twin Isles Country Club
May 5, 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) – LT. JUSTIN DAVOULT AND CANINE OFFICER CHANCE

Lt. Davoult responded to inquires related to **speeding** within Burnt Store Isles:

- A separate community sign warning about speeding and enforcement would require a permit from the city.
- When no speed limit is posted in a residential area, the state statute is 30 mph.

Responded to an inquiry about the possibility of **code compliance** coordination with the police department for **patrolling canals** for violations. It is noted that the requested coverage presents a manpower issue for both code compliance and the Punta Gorda Police Department.

There was a concern expressed about traffic sight lines at the **monument** located at the corner of Tripoli and Madrid and its placement on the edge of the property owner's lot. This matter is deferred for a future agenda.

2. CITY OF PUNTA GORDA CODE COMPLIANCE –

Nick Falkner, Code Compliance Officer, Punta Gorda

David McCarty, Code Compliance Supervisor, Punta Gorda (his retirement has been announced)

Lavosia Price, Code Compliance Supervisor, Punta Gorda

The team provided a detailed discussion of the code compliance process. Highlights as follows:

- Code compliance pursues a process that promotes education (many citizens do not realize that they are violating local ordinances) and achieves voluntary compliance. 98-99% of all code compliance citations are corrected before going to a hearing. There are approximately 10 open cases in Burnt Store Isles.
- Code compliance does not have a role during the building process – those inquiries should be directed to the city's building department.
- Code compliance violations should be reported to the department directly. Reporters must provide their personal contact information which will become public record. Photos can be submitted with the complaint but the reporting resident will be asked to sign a sworn affidavit noting the date and time of the photo and will be asked to testify before the code compliance hearing.

- Roofs can remain tarped indefinitely as long as the homeowner is making reasonable progress with the insurance and/or roofing companies.
- Contractors are permitted to work from 6 a.m. to 8 p.m.
- Other topics covered were: clarification on yard maintenance situations, driveway and empty lot parking clarification, RV and watercraft parking restrictions, right of way restrictions, sign codes and the lot mowing program.

The Board and meeting guests were appreciative of the presentation provided by the code compliance professionals. Information about the code compliance process can be found at: <https://www.ci.punta-gorda.fl.us/residents/code-compliance/code-compliance-process>

3. ROLL CALL –

Officers Present

Bill Page, President
Patricia Iorio, Vice President (attended by phone)
Charmaine Ponkratz, Secretary

Directors Present

Faith Ferris, Community Standards
Brian Bender, Legal Liaison
John Bothwell (JB), Membership
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:

Jenny Anderson, E. Communications
Lee Brant, Treasurer

A quorum has been established.

Other Attendees: -

Rich and Pam Bevak, BSI Residents and BSIA Members
Bob Fritz, BSI Resident and BSI Member
Chuck and Nancy Modglin, BSI Residents and BSI Members

4. REVIEW AND APPROVE BOARD MEETING MINUTES

It was moved by Faith and seconded by Dave to approve the Minutes dated April 7, 2023. Motion carried.

5. OFFICERS' REPORTS

President – Bill Page

- Bill indicated that continued discussion on the traffic speeding matter will be deferred to a future agenda.

Vice President – Patricia Iorio

- Pat reported that building permitting has slowed.
- A garage-type addition has been approved.

Secretary – Charmaine Ponkratz

- Charmaine noted that there were two non-members in attendance at the meeting last month; will monitor that issue more carefully.
- She cautioned the board in using email threads to begin a discussion on issues being suggested for the agenda. Robert's Rules points to the importance of being able to have simultaneous dialogue. This is also why email votes are not permitted by Robert's Rules unless the organization has included otherwise in their Bylaws.

Treasurer – Lee Brandt - written email report provided

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

- **Financial Reports** – Budget vs. Actual April 2023 *(See detail at end of these minutes.)*
- **Checking Account Balances** *(See detail at the end of these minutes.)*
- The treasurer transferred 20k from the Reserve account and deposited it in a seven month 4.5% APR CD.
- We received a \$1,000 donation from new members.

6. OLD BUSINESS – NONE

7. NEW BUSINESS - NONE

8. DIRECTORS' REPORTS

Community Standards – Faith Ferris

- Faith reported that 160 architectural change requests have been processed YTD.
- She noted a broad range of complaints and indicated a need to clarify a formal process in handling those inquiries.

Communication – Jenny Anderson – No report

Legal Liaison – Brian Bender - Nothing new to report

Membership – John Bothwell (J.B.)

- Bill indicated that a future agenda will address ways to recruit new members; ideas are welcome.

Neighborhood Security – Dave Elkins - Nothing additional other than the speeding matter.

Planning – Mary Boeringer – No report

Social – Wanda Daugherty

- Wanda reported that the Naples Botanical Garden event was canceled due to lack of registrations.
- She is working on generating interest for the Military Museum Tour/Event.

Special Projects – Kathy Martinelli

- Kathy reported that the new plantings on the islands are flourishing.
- She reviewed Shredder Day logistics – volunteers to arrive at 8:30 a.m.

Past President – Bill Courtney

- Clarified email voting process – see Secretary's report.

9 PUBLISHER REPORTS

Newsletter (published 3 times a year) - Diane Peterson

- Bill reported that the only article to be received is from Membership.
- He deferred discussion to consider an alternate newsletter format at a lower cost.

Directory – Diane Peterson – No report

Advertising Sales - Dave Elkins

- One new company has been added to the advertisers in the newsletter. It is noted that accepting the advertising from any company does not constitute an endorsement from the BSIA Board.

10. GUEST /MEMBER COMMENTS OR ISSUES

- An inquiry was made about additions to existing homes. The Architectural Review Committee is using precedents to process current requests.
- A caution was offered regarding approval of some of the new roofing materials being used.

11. Other Topics Discussed Prior to Meeting End

There were no topics discussed that apply to this category.

11 ADJOURN

It was moved by Wanda 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, June 2, 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 5.5.2023 meeting – as of April 30, 2023

Checking	Current Balance	Available Balance
Operating xxxxxx3729	\$33,062.77	\$33,062.77
Reserve Xxxxxx3750	\$32,596.30	\$32,596.30
SUBOTAL	\$65,659.07	\$65,659.07
Certificate of Deposit	\$20,000.00	\$20,000.00
GRAND TOTAL	\$85,659.07	\$85,659.07

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

FINANCIAL ROW	AMOUNT	BUDGET AMOUNT	AMOUNT OVER BUDGET	% OF BUDGET
Ordinary Income/Expense				
Income				
4100 - Membership Dues	\$23,223.85	\$23,500.00	(\$276.15)	98.82%
4200 - New Construction Fees	\$1,750.00	\$3,000.00	(\$1,250.00)	58.33%
4300 - Directory Ads	\$1,287.50	\$2,300.00	(\$1,012.50)	55.98%
4350 - Newsletter Ads	\$3,407.01	\$4,500.00	(\$1,092.99)	75.71%
4400 - Interest Income	\$5.70	\$50.00	(\$44.30)	11.40%
4500 - Donations Received	\$1,000.00	\$0.00	\$1,000.00	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	\$85.17	\$0.00	\$85.17	0.00%
4700 - Events - Member Paid	\$3,875.00	\$2,800.00	\$1,075.00	138.39%
Total - Income	\$34,769.23	\$36,250.00	(\$1,480.77)	95.92%
Gross Profit	\$34,769.23	\$36,250.00	(\$1,480.77)	95.92%
Expense				
6100 - Landscaping Reserve	\$0.00	\$1,000.00	(\$1,000.00)	0.00%
6150 - Landscaping/Property Mgmt	\$7,254.73	\$7,690.00	(\$435.27)	94.34%
6300 - Directory Preparation	\$0.00	\$1,000.00	(\$1,000.00)	0.00%
6350 - Newsletter Preparation	\$1,884.63	\$4,800.00	(\$2,915.37)	39.26%
6400 - Legal Fees	\$437.50	\$4,000.00	(\$3,562.50)	10.94%
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	\$123.55	\$50.00	\$73.55	247.10%
6700 - Events Member Paid	\$3,529.00	\$2,900.00	\$629.00	121.69%
6710 - Events BSIA Paid	\$627.37	\$2,200.00	(\$1,572.63)	28.52%
6730 - Storage Unit Rent	\$216.21	\$261.64	(\$45.43)	82.64%
6750 - PO Box Rental	\$0.00	\$200.00	(\$200.00)	0.00%
6760 - Postage and Delivery	\$266.99	\$100.00	\$166.99	266.99%
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	\$0.00	\$588.00	(\$588.00)	0.00%
6830 - State Fees	\$61.25	\$65.00	(\$3.75)	94.23%
6900 - Misc. Expense	\$99.49	\$500.00	(\$400.51)	19.90%
6920 - Surveillance Cameras	(\$48.00)	\$0.00	(\$48.00)	0.00%
6930 - Meeting Room Rent	\$0.00	\$675.00	(\$675.00)	0.00%
6940 - Shredder Day	\$0.00	\$645.00	(\$645.00)	0.00%
6950 - Banners	\$51.46	\$120.00	(\$68.54)	42.88%
Total - Expense	\$17,420.46	\$30,044.64	(\$12,624.18)	57.98%
Net Ordinary Income	\$17,348.77	\$6,205.36	\$11,143.41	279.58%
Net Income	\$17,348.77	\$6,205.36	\$11,143.41	279.58%