

Burnt Store Isles Association Board of Directors MEETING Minutes

Approved 7.7.2023

In-Person Meeting Held at Twin Isles Country Club

June 2, 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

- Lt. Davoult reported that the department is gearing up for **hurricane season** and summer activity, reminding residents to be **vigilant about locking car doors**.
- Second **Annual Youth Public Safety Academy** has reached maximum registration.
- **Five positions** are currently open in the department.
- Discussion about **camera-based traffic enforcement** for school zones and school buses.
- Inquiry about **commercial vehicles and overnight parking**.
- Reminded residents about the **Away from Home Program**. <https://www.ci.punta-gorda.fl.us/government/police/away-from-home>

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
Brian Bender, Legal Liaison
John Bothwell (JB), Membership
David Elkins, Neighborhood Security
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:

Mary Boeringer, Planning

A quorum has been established.

Other Attendees: -

Rich and Pam Bevak, BSI Residents and BSI Members
David DeGerome, BSI Resident and BSI Member
Bob Fritz, BSI Resident and BSI Member

3. REVIEW AND APPROVE BOARD MEETING MINUTES

It was moved by Faith and seconded by Kathy to approve the Minutes dated May 5, 2023. Motion carried.

4. OFFICERS' REPORTS

President – Bill Page

- Bill presented the following proposed dates for the **Annual Meeting** to be held at Twin Isles Country Club: November 14 or November 16. Final date to be determined.
- Diane submitted a proposal to alter the **frequency/eliminate the newsletter production**. Bill will forward to the Board for future consideration.
- Bill requested that any **Board members** not available for re-nomination or completion of their current term, please advise him prior to the end of the month.

Vice President – Patricia Iorio

- Pat reported that there have been two approvals for new construction.
- **POLICY/PROCEDURE MOTION 001 2023:** It was moved by Pat, seconded by Wanda, to clarify the interpretation of the definition of **roof materials** (refer to policy/procedure 001 2020) for metal roofs to require a nose dimension of at least 1". Motion carried.
- **Architectural Review Committee:** Metal roof caps/ridges specifications are pending further consideration.

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 May 2023 (*See detail at end of these minutes.*)
- **Account Balances** (*See detail at the end of these minutes.*)
- Lee reported that the landscaping expenditures are nearing budgeted limits.
- \$1000 donation was received with grateful appreciation.

5. **OLD BUSINESS** – The traffic project tracker report was reviewed. **Traffic and crosswalk alternatives** were considered. David will inventory and document current traffic speed signage spacing on main thoroughfares in Burnt Store Isles.
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7 DIRECTORS' REPORTS

Community Standards – Faith Ferris

- 15 applications for roof, paver and cage replacements/enhancements have been processed.
- 4 letters for non-compliance have been issued.
- Faith invited discussion about the role of the BSIA Board on **matters of Punta Gorda code compliance as compared to matters of Burnt Store Isle deed restrictions**. By consensus, the Board gave guidance to Community Standards to initiate letters of non-compliance for all BSI deed restriction violations and to direct residents to Punta Gorda Code Compliance for all matters of code restriction violations.
- Faith requested clarification for the **definition of ‘trucks’** in clause #8 of the Burnt Store Isles Deed Restrictions. After discussion of this matter Faith was asked to present a motion for a Policy/Procedure Motion of interpretation at a future meeting.

Communication – Jenny Anderson

- After considerable research of PayPal, Constant Contact and GoDaddy to find a bundled solution that is more cost efficient, it was consensus to continue the current digital partnerships, but to adjust the membership cost for those paying with a credit card.
- **MOTION:** It was moved by Lee, seconded by J.B., to adjust the **annual membership fee** for those paying with credit card to \$50, effective October 1, 2023 for the 2024 dues. Motion carried.
Post meeting notation. This adjusts PayPal credit card payments from \$47 to \$50. The current language on the BSIA website is as follows: Annual memberships are \$45 if paid by cash or check and \$47 if paid online with PayPal. The reason for the price difference is that PayPal charges a processing fee which we have absorbed in the past but they have increased the processing fees and we can no longer do that.

Legal Liaison – Brian Bender

- Brian reported that the **McGuire lawsuit** has been closed.

Membership – John Bothwell (J.B.)

- J.B. reported current membership at 528, with 5 new residents in the last month.
- J.B. presented various membership recruitment alternatives.
- Bill will **appoint a work team**, to include a referral from Kathy, to develop a plan for future consideration.

Neighborhood Security – Dave Elkins – no report.

Planning – Mary Boeringer – no report.

Social – Wanda Daugherty

- Wanda reported that the **Angel Hair** outing is later today and she is currently planning the **July 4th** party.

Special Projects – Kathy Martinelli

- Kathy reported that the **storage area** has been organized and purged. It was suggested that the cornhole boards be offered to the Punta Gorda Police Department for their various community outreach efforts.
- **Shredder Day** went well.
- **Entrance islands** are presenting well.

- **Monument at the corner of Madrid and Tripoli:** Kathy reported that the builder wishes to have the island reduced in size which will impact plantings, irrigation and electrical. An open consideration is whether to use this opportunity to address the monument sight line issue when turning off of Tripoli onto Madrid.

Past President – Bill Courtney – no report.

8 PUBLISHER REPORTS

Newsletter (published 3 times a year) - Diane Peterson – see President’s report for newsletter reference.

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

There were no topics discussed that apply to this category.

11 ADJOURN

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

Meeting adjourned at 11:00 AM

The next Board Meeting is planned to be held on Friday, July 7, 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 6.5.2023 meeting – as of May 31, 2023

Checking	Current Balance	Available Balance
Operating xxxxxx3729	\$30,695.71	\$30,695.71
Reserve Xxxxxx3750	\$32,611.04	\$32,611.04
SUBOTAL	\$63,306.75	\$63,306.75
Certificate of Deposit	\$20,000.00	\$20,000.00

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

FINANCIAL ROW	AMOUNT	BUDGET AMOUNT	AMOUNT OVER BUDGET	% OF BUDGET
Ordinary Income/Expense				
Income				
4100 - Membership Dues	\$23,393.45	\$23,500.00	(\$106.55)	99.55%
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	\$7.13	\$50.00	(\$42.87)	14.26%
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	\$4,055.00	\$2,800.00	\$1,255.00	144.82%
Total - Income	\$35,120.26	\$36,250.00	(\$1,129.74)	96.88%
Gross Profit	\$35,120.26	\$36,250.00	(\$1,129.74)	96.88%
Expense				
6100 - Landscaping Reserve	\$0.00	\$1,000.00	(\$1,000.00)	0.00%
6150 - Landscaping/Property Mgmt	\$7,964.73	\$8,400.00	(\$435.27)	94.82%
6300 - Directory Preparation	\$1,071.77	\$1,000.00	\$71.77	107.18%
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	\$3,709.00	\$2,900.00	\$809.00	127.90%
6710 - Events BSIA Paid	\$627.37	\$2,200.00	(\$1,572.63)	28.52%
6730 - Storage Unit Rent	\$285.44	\$327.06	(\$41.62)	87.27%
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	\$600.00	\$645.00	(\$45.00)	93.02%
6950 - Banners	\$51.46	\$120.00	(\$68.54)	42.88%
Total - Expense	\$20,051.46	\$30,820.06	(\$10,768.60)	65.06%
Net Ordinary Income	\$15,068.80	\$5,429.94	\$9,638.86	277.51%
Net Income	\$15,068.80	\$5,429.94	\$9,638.86	277.51%