

Burnt Store Isles Association Board of Directors MEETING Minutes

Approved 9.6.2024

In-Person Meeting Held at Twin Isles Country Club
August 2, 2024
Meeting Called to Order at 9:00 a.m.

Pledge of Allegiance – Opened the meeting with the Pledge of Allegiance

1 UPDATE – HYPERFIBER REPRESENTATIVES – MIKE BRAND, JHON CLAUDE-HOFFMAN, MAEGAN HAMPTON, LORI HAIGHT, RICK KAYEL

Lori Haight provided an overview of HyperFiber and its strategy to install in communities without fiber. She contrasted the HyperFiber infrastructure and service to that of Comcast, discussed pricing, described the installation process and gave assurance that the green team would restore landscaping to its former condition. Customer service was discussed: a household mailing, residential educators who will help homeowners transition from their current providers to the new model and the customer support center (located in Arkansas) available from 7 a.m. to 9 p.m., 7 days a week. A substantial number of board member and resident guest questions were fielded by the HyperFiber team.

2. Roll Call –

Officers Present

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

Directors Present

Wendy Heath Brandt, Membership
Polly Green, E-Communications
David Elkins, Neighborhood Security
Bill Courtney, Planning and Past President
Wanda Daugherty, Social
Kathy Martinelli, Special Projects

Other Board and Committee Representatives

Diane Peterson, Newsletter and Directory (not able to attend today's meeting)
David Elkins – Advertising Sales

Excused:

Faith Ferris, Community Standards
Brian Bender, Legal Liaison

A quorum has been established.

Other Attendees: (all self-reported as BSI residents and BSIA members)

| | | |
|------------------------|-------------------|---------------------------|
| Jenny Anderson | Rich/Pam Bevak | Judy Cronin |
| Rick Daughtery | David DeGrome | Dave/Mary Ellis |
| Ailene Eplan/Ira Stein | Bob/Joanne Fritz | Nick/Linda Hay |
| Connie Higgins | Doug Holmes | Charles Marsee |
| Tony Ratzing | Bill Schmidt | Dick Sellers |
| Donna Stankiewicz | Ron Thompson | Pam Vogt |
| Richard Wager | Jim/Lynne Wallace | Richard/Pam Wilson-Landry |

3. REVIEW AND APPROVE BOARD MEETING MINUTES

It was moved by Lee and seconded by Wendy to approve the Minutes dated July 5, 2024. Motion approved.

4. OFFICERS' REPORTS

President – Bill Page

- Bill reported that the following officers/directors are being contacted to determine recruitment needs: President, Vice President, Secretary, Community Standards, Security at the Annual Meeting.

Vice President – Patricia Iorio

- Pat reported one new construction on Monaco Drive.

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 July (*See detail at end of these minutes.*) Lee encouraged all officers and directors to maintain a posture of cost control through year end.
- **Banking Account Balances** (*See detail at the end of these minutes.*)
- **2025 budget** (*See detail at the end of these minutes.*) Lee indicated that the anticipated legal fees which may be incurred to resolve the roof compliance issue (3907 Madrid Court) have been factored in to the 2025 budget and contribute to an operating deficit which will need to be covered from reserves. A line item review of the budget (income/membership dues and expenses) will be planned for the September meeting so that the Board is able to consider a final budget recommendation at the October meeting.

5. OLD BUSINESS

- **Slow Down Signs** – As a follow-up to the July meeting discussion, Lt. Davoult confirmed the city ordinance which prohibits placement of signs within 10 feet of the street. Also noted in the city code, chapter 26, section 11.2 is that the provisions of the city code do not supersede more stringent provisions in community deed restrictions or other restrictive covenants. The Board was reminded that the BSIA Deed Restrictions, clause 18 states: *no signs shall be erected or displayed on this property or any structure, except that the Grantor may allow a sign to be erected at its discretion, if the placement and character, form and size of such sign be first approved in writing by the Grantor.* It is noted that for sale/for rent and open house signs are permitted but controlled in size and quantity.

This is separate from the situation related to political campaign advertising which by previous Board action has taken the position that: it has been the historical precedent and current consensus to allow political signs, consistent with the City/County time restriction.

- **Annual Meeting** on November 14. BSIA and the BSI Boat Club are both planning to hold their meetings on the same date. Scheduling change from prior reporting: BSIA at 1 o'clock and BSI Boat Club at 3 o'clock.

6. NEW BUSINESS

- **Reaching out to other condo associations within Burnt Store Isles** – there was a favorable reaction to such an outreach for purposes of coordination and communication.

- **Parking of campers or mobile home policy** – it was reported that previously considered interpretations or clarifications to Deed Restrictions, clause 8, were not enacted by the Board, thus current restrictions shall guide enforcement.

7 DIRECTORS' REPORTS

Community Standards – Bill P. reported

- Bill noted that a synthetic roof was approved for a home on Bastia Court which conformed to the nose dimension of at least 1 inch (deed restriction clarification 2023-001)
- The exterior paint trim color on a home on St. Girons Court is still under review.

E-Communication – Polly Green

- Polly expressed appreciation to the work that Joanne Fritz completed on the BSIA website organizing and adding a comprehensive list of hurricane aids and tips, with associated hyperlinks.

Legal Liaison – Bill P. reported

- **3907 Madrid Court Roof Update** – the court pre-trial scheduling is lagging. The original estimate of an 18 month timeframe is now being extended.

Membership – Wendy Heath Brandt

- Current membership is 485.
- Wendy's experience attempting to deliver welcome bags to new residents has met with resistance by those who view the visit as a solicitation. She suggested a **Community Connection** initiative to have neighbors, who get to know a new resident, to request the welcome bag from Wendy, which the neighbor could then present to the newcomer. Wendy will draft information regarding the logistics for upcoming email blasts/newsletter.

Neighborhood Security – David Elkins – no report

Planning – Bill Courtney

- **All resident mailing of the deed restrictions.** Bill reported that the final review is in process.
- It is noted that the growth plans for the Burnt Store Road corridor continue.

Social – Wanda Daugherty

- Wanda reported that 10 residents attended the library tour.
- August 15 – Escape Room
- September plans for a bowling outing are still tentative.
- October – Darts is planned

Special Projects – Kathy Martinelli – no report

Past President – Bill Courtney – no additional report

8 PUBLISHER REPORTS

Newsletter (published 3 times a year) - Diane Peterson

Directory – Diane Peterson – no report

Advertising Sales - Dave Elkins

9 GUEST /MEMBER COMMENTS OR ISSUES

- Major work being done at 435 LaSila – need to confirm that new residents are aware of approval process for exterior changes.
- Appreciation was expressed to Board leadership for inviting representatives from HyperFiber to the meeting.

10 OTHER TOPICS DISCUSSED PRIOR TO MEETING END - NONE

11 ADJOURN

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

Meeting adjourned at 10:55 A.M.

The next Board Meeting is planned to be held on Friday, September 6, 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 August 2, 2024 meeting – as of July 31, 2024

| | Current Balance |
|-------------------------|-----------------|
| Checking xxxxxx3729 | \$ 22,933.08 |
| Money Market xxxxxx3750 | \$ 12,780.87 |
| Certificate of Deposit | \$ 40,000.00 |
| TOTAL | \$ 75,713.95 |

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

| FINANCIAL ROW | AMOUNT | BUDGET AMOUNT | AMOUNT OVER BUDGET | % OF BUDGET |
|------------------------------------|--------------------|--------------------|---------------------|----------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 4100 - Membership Dues | \$21,847.23 | \$23,500.00 | (\$1,652.77) | 92.97% |
| 4200 - New Construction Fees | \$750.00 | \$2,000.00 | (\$1,250.00) | 37.50% |
| 4300 - Directory Ads | \$1,995.00 | \$2,500.00 | (\$505.00) | 79.80% |
| 4350 - Newsletter Ads | \$2,287.20 | \$4,500.00 | (\$2,212.80) | 50.83% |
| 4400 - Interest Income | \$796.56 | \$450.00 | \$346.56 | 177.01% |
| 4600- 50/50 | \$175.00 | \$0.00 | \$175.00 | 0.00% |
| 4610 - Misc. Income | \$35.00 | \$50.00 | (\$15.00) | 70.00% |
| 4620 - Badges - Member Paid | \$80.00 | \$0.00 | \$80.00 | 0.00% |
| 4700 - Events - Member Paid | \$1,708.70 | \$2,800.00 | (\$1,091.30) | 61.03% |
| Total - Income | \$29,674.69 | \$35,800.00 | (\$6,125.31) | 82.89% |
| Gross Profit | \$29,674.69 | \$35,800.00 | (\$6,125.31) | 82.89% |
| Expense | | | | |
| 6100 - Landscaping Reserve | \$1,000.00 | \$1,000.00 | \$0.00 | 100.00% |
| 6150 - Landscaping/Property Mgmt | \$4,970.00 | \$4,970.00 | \$0.00 | 100.00% |
| 6300 - Directory Preparation | \$1,115.63 | \$1,250.00 | (\$134.37) | 89.25% |
| 6350 - Newsletter Preparation | \$3,281.79 | \$6,000.00 | (\$2,718.21) | 54.70% |
| 6400 - Legal Fees | \$3,557.83 | \$3,500.00 | \$57.83 | 101.65% |
| 6420 - Liability Insurance | \$3,164.27 | \$2,800.00 | \$364.27 | 113.01% |
| 6500 - Donation Given | \$0.00 | \$250.00 | (\$250.00) | 0.00% |
| 6620 - Badges | \$133.71 | \$50.00 | \$83.71 | 267.42% |
| 6700 - Events Member Paid | \$1,105.00 | \$2,800.00 | (\$1,695.00) | 39.46% |
| 6710 - Events BSIA Paid | \$1,075.04 | \$2,200.00 | (\$1,124.96) | 48.87% |
| 6730 - Storage Unit Rent | \$350.28 | \$525.00 | (\$174.72) | 66.72% |
| 6750 - PO Box Rental | \$0.00 | \$200.00 | (\$200.00) | 0.00% |
| 6760 - Postage and Delivery | \$21.30 | \$200.00 | (\$178.70) | 10.65% |
| 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 | \$1,304.72 | \$1,000.00 | \$304.72 | 130.47% |
| 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 | \$600.00 | \$625.00 | (\$25.00) | 96.00% |
| 6950 - Banners | \$78.93 | \$0.00 | \$78.93 | 0.00% |
| Total - Expense | \$23,303.60 | \$31,810.00 | (\$8,506.40) | 73.26% |
| Net Ordinary Income | \$6,371.09 | \$3,990.00 | \$2,381.09 | 159.68% |
| Net Income | \$6,371.09 | \$3,990.00 | \$2,381.09 | 159.68% |

Burnt Store Isles Association, Inc
Burnt Store Isles Association
Budget Income Statement
From Jan 2025 to Dec 2025

Ordinary Income/Expense Income

| | | |
|--|------------------------------------|----------------------|
| | 4100 - Membership Dues | \$22,500.00 |
| | 4200 - New Construction Fees | \$2,000.00 |
| | 4300 - Directory Ads | \$2,000.00 |
| | 4350 - Newsletter Ads | \$2,500.00 |
| | 4400 - Interest Income | \$1,000.00 |
| | 4600 - 50/50 | \$100.00 |
| | 4610 - Misc. Income | \$50.00 |
| | 4620 - Badges - Member Paid | \$100.00 |
| | 4700 - Events - Member Paid | \$2,800.00 |
| | Total - Income | \$33,050.00 |
| | Gross Profit | \$33,050.00 |
| | Expense | |
| | 6100 - Landscaping Reserve | \$1,200.00 |
| | 6150 - Landscaping/Property Mgmt | \$8,520.00 |
| | 6300 - Directory Preparation | \$1,250.00 |
| | 6350 - Newsletter Preparation | \$6,000.00 |
| | 6400 - Legal Fees | \$5,000.00 |
| | 6410 - Attorney Fees Reserves | \$50,000.00 |
| | 6420 - Liability Insurance | \$3,200.00 |
| | 6620 - Badges | \$115.00 |
| | 6700 - Events Member Paid | \$2,800.00 |
| | 6710 - Events BSIA Paid | \$2,200.00 |
| | 6730 - Storage Unit Rent | \$540.00 |
| | 6750 - PO Box Rental | \$200.00 |
| | 6760 - Postage and Delivery | \$200.00 |
| | 6770 - Safe deposit Rent | \$100.00 |
| | 6810 - Web Data Remote Hosting | \$600.00 |
| | 6820 - Web Emails Constant Contact | \$800.00 |
| | 6830 - State Fees | \$65.00 |
| | 6900 - Misc. Expense | \$1,000.00 |
| | 6910 - Office Supplies | \$100.00 |
| | 6920 - Surveillance Cameras | \$700.00 |
| | 6930 - Meeting Room Rent | \$700.00 |
| | 6940 - Shredder Day | \$900.00 |
| | Total - Expense | \$86,190.00 |
| | Net Ordinary Income | (\$53,140.00) |
| | Net Income | (\$53,140.00) |