

# Burnt Store Isles Association Board of Directors MEETING Minutes

DRAFT

In-Person Meeting Held via ZOOM  
September 18, 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  
Lee Brandt, Treasurer  
Charmaine Ponkratz, Secretary

### Directors Present

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

Bill Courtney, Past President

**A quorum has been established.**

### Other Attendees:

Rich and Pamela Bevak, BSI Residents and BSIA Members  
Judy Cronin, BSI Resident and BSIA Member  
Rick Daughtery, BSI Resident and BSIA Member  
David DeGerome, BSI Resident and BSIA Member  
Bob Fritz, BSI Resident and BSIA Member  
Polly Green, BSI Resident and BSIA Member  
Kenneth Miles, BSI Resident and BSIA Member  
Steve and Donna Stankiewicz, BSI Resident and BSIA Member  
Dave and Deb Wickowski, BSI Resident and BSIA Member  
Joyce McWilliam  
William Morgan, McGuire Homes

### 3. REVIEW AND APPROVE BOARD MEETING MINUTES

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It was moved by Jenny, seconded by David, to approve the minutes dated August 4, 2023. Correction noted on guest name from Bill Fritz to Bob Fritz. Motion approved.

### 4. OFFICERS' REPORTS

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#### President – Bill Page

- Directors and Officers Insurance coverage – Bill P. confirmed that BSIA has Directors and Officers coverage.
- Fiber Optic Cable – Currently trunk lines are being run in Punta Gorda Isles. Timing is unknown for installation in Burnt Store Isles.
- BSIA Annual Meeting – November 14 at 3:00 – Bill P. will be sending the draft power point presentation for review and modification from the officers and directors.

#### Vice President – Patricia Iorio

- 300 Monaco garage update: Patricia confirmed that this property is covered by BSI deed restrictions. The homeowner has submitted blueprints for the garage addition. The BSI Architectural Review Committee has requested, and owner has agreed to provide, more complete drawings that illustrate the garage connection to the house. It is noted that the vehicle, which is seen parked on the side lot, is a Punta Gorda code compliance issue, not a BSIA deed restriction.
- There is one other garage construction project in the review pipeline.

**Secretary – Charmaine Ponkratz** - offered appreciation to Kathy for taking notes at last month's meeting.

#### Treasurer – Lee Brandt

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

- **Financial Reports** – Budget vs. Actual August 2023 (*See detail at end of these minutes.*)
- **Checking Account Balances** (*See detail at the end of these minutes.*)

2024 Budget – attached to these minutes.

Lee noted that the 2023 budget will be impacted by the needed electrical work for the camera on Monaco, estimated at \$600.

### 5. OLD BUSINESS – none

### 6. NEW BUSINESS - none

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## 7. DIRECTORS' REPORTS

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

- 3907 Madrid Court roof update – Bill P. reported that a letter of non-compliance has been issued. At this point the city permit has been reviewed and the homeowner has resisted corrective action.

**MOTION REGARDING ROOF MATERIAL COMPLIANCE:** It was moved by David, seconded by Lee, to initiate a lawsuit against the homeowner at 3907 Madrid Court to enforce the roof material clause of the BSI Deed Restrictions. Motion approved unanimously.

### **E-Communication – Jenny Anderson**

- Jenny reported that the membership form has been converted to a PDF with a fillable form feature and is posted on the website.
- The 2024 membership drive can begin immediately; the price change for credit card payment was noted.
- Sign-up for attendance at the BSIA Annual Meeting is in process of being readied for registration.

### **Legal Liaison – Brian Bender**

- Florida Legislation – Bill 437 – Brian confirmed that the new legislation will not impact BSI's ability maintain restrictions on storage units/structures.

### **Membership – Wendy Brandt**

- Wendy reported current membership at 536.

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

- Security Director Manual – Bill P. requested that David update the manual to reflect new information about power sources for the cameras.
- Camera repair - antenna and batteries for the cameras were zapped by either heat or lightning nearby and are in process of being repaired.

### **Planning – Mary Boeringer**

- Mary inquired about city land development regulations as they will impact downtown Punta Gorda.

### **Social – Wanda Daugherty**

- Wanda reported that there is still no nominee for the Social Director position.
- The dart tournament is scheduled for the end of the month. Bowling will be planned for October.

### **Special Projects – Kathy Martinelli**

- **Tripoli and Madrid monument update** – Kathy reported that both the monument height and footprint are issues that need to be corrected. She cited three alternatives: 1. Plead the case to the city regarding the monument height requesting to be grandfathered into the previous signage restrictions, 2. Move the monument or 3. Reduce the height and footprint. She has contacted contractors for the stonework and electrical work. Bids: \$2,000 for stonework, \$1,600 for the electrical work. The painting and landscaping cost is not included but likely to be minimal.

Bill Morgan from Lewis Maguire Homes offered to remove the curbing and grade the area. The timeframe to coordinate with contractors, permits and to schedule FPL to shut the power is six to eight weeks.

**TRIPOLI/MADRID MONUMENT MOTION:** It was moved by Kathy, seconded by Faith, to approve the height and footprint alterations to the Tripoli/Madrid monument, as quoted for stonework (\$2,000) and electrical work (\$1,600). Motion approved unanimously.

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

## 8 PUBLISHER REPORTS

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### **Newsletter (published 3 times a year) - Diane Peterson**

- Bill P. reported that the newsletter is scheduled to be in the mail two weeks prior to the BSIA Annual Meeting to comply with meeting notification bylaws.

### **Directory – Diane Peterson – no report**

### **Advertising Sales - Dave Elkins**

- David reported that two additional advertisers have been secured: Beltran Nursery and Black Label Marine Group.

## 9 GUEST /MEMBER COMMENTS OR ISSUES

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- Rich Bevak confirmed the intent of the legal suit for roof compliance, referring to action taken in meeting.
- Rick Daughterty spoke to the need for coordination between the BSI Board and the Canal Committee to assist in interpreting canal fees and the search for a suitable lot for a canal maintenance.

## 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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By consensus the meeting was adjourned at 10:00 a.m.

The next Board Meeting is planned to be held on Friday, October 6, 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 9.18.2023 meeting – as of August 31, 2023

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### Current Balance

Checking xxxxxx3729	\$26,653.39
Money Market Xxxxxx3750	\$32,625.78
Certificate of Deposit	\$20,000.00
TOTAL	\$79,279.17

**Burnt Store Isles Association, Inc**  
**Burnt Store Isles Association**  
**Budget vs. Actual**  
**From Jan 2023 to Aug 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	\$3,717.61	\$4,500.00	(\$782.39)	82.61%
4400 - Interest Income	\$58.93	\$50.00	\$8.93	117.86%
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>\$36,992.03</b>	<b>\$36,250.00</b>	<b>\$742.03</b>	<b>102.05%</b>
<b>Gross Profit</b>	<b>\$36,992.03</b>	<b>\$36,250.00</b>	<b>\$742.03</b>	<b>102.05%</b>
<b>Expense</b>				
6100 - Landscaping Reserve	\$0.00	\$1,000.00	(\$1,000.00)	0.00%
6150 - Landscaping/Property Mgmt	\$10,559.48	\$10,530.00	\$29.48	100.28%
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	\$3,839.00	\$2,900.00	\$939.00	132.38%
6710 - Events BSIA Paid	\$714.35	\$2,200.00	(\$1,485.65)	32.47%
6730 - Storage Unit Rent	\$493.13	\$523.32	(\$30.19)	94.23%
6750 - PO Box Rental	\$0.00	\$200.00	(\$200.00)	0.00%
6760 - Postage and Delivery	\$317.33	\$100.00	\$217.33	317.33%
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	(\$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%
<b>Total - Expense</b>	<b>\$25,756.98</b>	<b>\$33,146.32</b>	<b>(\$7,389.34)</b>	<b>77.71%</b>
<b>Net Ordinary Income</b>	<b>\$11,235.05</b>	<b>\$3,103.68</b>	<b>\$8,131.37</b>	<b>361.99%</b>
<b>Net Income</b>	<b>\$11,235.05</b>	<b>\$3,103.68</b>	<b>\$8,131.37</b>	<b>361.99%</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>