

# Burnt Store Isles Association Board of Directors Meeting

Twin Isles Country Club

October 4, 2019

Called to Order 9:00 am

1 PLEDGE OF ALLEGIANCE & REQUEST TO SILENCE PHONES

2 PUNTA GORDA POLICY DEPARTMENT - UPDATE ON COMMUNITY ACTIONS

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3 ROLL CALL

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Officers Present

Bill Courtney, President  
Faith Ferris, Vice President  
Bill Page, Treasurer  
Libby Strong, Secretary

Directors Present

Nancy Granum, E Communications  
Joe Meyer, Legal Liaison  
Ken Williams, Membership  
Mary Boeringer, Planning  
CJ Metcalfe, Security  
Su Miscia, Social  
Faith Ferris, Standards  
Ian Milne, Past President

**A quorum has been established.**

4 REVIEW AND APPROVE BOARD MEETING MINUTES

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Faith Ferris moved and Mary Boeringer seconded the approval of the minutes dated September 6, 2019.  
Motion carried.

## 5 OFFICER'S REPORTS

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### President – Bill Courtney

Public meetings regarding Hwy. 41.

Planners and engineers with the Florida Department of Transportation want to hear about ideas, experiences and complaints for the section of US 41 that runs from the southern boundary of Charlotte County at Cape Coral to the northern boundary at North Port. FDOT has scheduled two public information and feedback sessions this month. The first session is 5:30 – 7:30 pm October 15<sup>th</sup> at the Charlotte Harbor Event and Conference Center. The second is October 22<sup>nd</sup> for 5:30 – 7:30 pm at First Alliance Church Family Life Center, 20444 Midway Blvd. in Port Charlotte. Bill is encouraging Board Members and BSI residents to attend one of the sessions.

New construction continues in BSIA.

Bill reconfirmed the venue for the Annual Meeting on November 18<sup>th</sup> at the PGI Civic Center Association building on Shreve Street. The meeting will be held at 6:30 pm. Bill asked Board Members to prepare a presentation for the meeting.

Currently, the 2020 Board still has an opening for Social Director.

### Vice President – Faith Ferris

Present new Policy and Procedure regarding the maximum height of fencing.

Another Policy and Procedure presented was regarding roofing material.

Faith proposes that she redo the formatting of all of the existing BSIA Policy and Procedures to make them more uniform.

Faith had a problem with a construction company who sent a check that didn't clear. **Libby moved that the Board send copies of all correspondence with a builder to the property owner. Ken seconded the motion. Motion carried.**

Faith will draft Policy and Procedure document to copy all property owners when directly working with builders.

Faith is attending meetings for TEAM Punta Gorda to keep BSIA in the loop.

Faith is going to meet with Joe Meyer regarding problems with a contractor that does not want to comply with BSI deed restriction requirements. We may need to seek legal counsel.

### Treasurer - Bill Page

Membership remains at 493. **Ken moved that new or returning members who pay dues in the final quarter of the year, are considered members in good standing as of the date dues are paid and for the subsequent calendar year. Bill Page seconded. Motion Passed.**

BSIA is moving to a new accounting system that will more efficiently manage our books.

Bill reviewed the Balance Sheet and Budget.

Bill reviewed and the Board approved the 2020 budget. **Libby moved that the budget be approved for presentation at the Annual Meeting in November. Su seconded the motion. Motion carried. The proposed budget will be printed in the October Newsletter along with the Meeting Announcement.**

#### **Secretary – Libby Strong**

Thanks for all of the articles submitted for the October Newsletter.

## **6 OLD BUSINESS**

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Discussion of the by-law change regarding the maximum consecutive years on the Board. **Faith moved that we accept the proposed by-law changes to present at the November Annual Meeting. Nancy Granum seconded the motion. Motion carried. This will also be printed in the October Newsletter to meet the requirements for membership voting.**

The Board discussed speed limit signs that would be painted on street pavement. CJ will present a set of solutions that the Board can vote on at the November meeting.

## **7 NEW BUSINESS**

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Libby presented the new unified approach to advertising in the 2020 newsletter and directory. The advertising for both the directory and newsletters will be done at the same time on the same form. Advertisers that wish to publish in both will receive a 10% discount. The Board was in favor of the change.

Faith presented a draft Policy and Procedures document waiving three (3) foot BSIA Deed Restriction for fence height and adopting four (4) foot height per City of Punta Gorda. This has been a long standing BSIA practice and needs to be formally adopted.

Faith also presented a draft BSIA Board policy document that formalizes the long standing practice of approving installation of roofs that use metal tile that looks like ceramic or cement tile.

## **8 DIRECTOR'S REPORTS**

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### **E Communication - Nancy Granum**

Jenny Anderson (future e-communication director) will be acting as a committee person and starting maintenance on the BSIA website in late October.

### **Legal Liaison – Joe Meyer**

Political signs are allowed 45 days before the election and removed 5 days after the election, but cannot be placed in the Right of Way.

### **Membership – Ken Williams**

3 new members joined in the past month. A reminder that the Mixer is tonight.

### **Security – CJ Metcalfe**

Right now all of the cameras are up and working. We have discontinued using Secure Pro and are moving to Security Alarm Corporation for camera maintenance. CJ is now changing the locks on the security boxes and improving the boxes to protect the equipment. BSIA will also need to rewire the system. BSIA will need to consider replacement over the next couple of years.

### **Social –Su Miscia**

Discussed options for the 2020 Social Directorship.

19 members went on a tour of the New Punta Gorda Library.

Bank OZK Open House is on October 10<sup>th</sup> from 4:00 – 5:00 pm.

Annual Meeting is Monday, November 18<sup>th</sup> at the PGI Civic Association at 6:30 pm. Social is going to have the food drive at the event. They will also provide cookies and water.

Christmas Party has been changed to Saturday, December 14<sup>th</sup> starting at 5:00 pm at Twin Isles Country Club. Libby will send Nancy the PDF invite. There will be some games and music.

Working on a tour of the Military Museum for October 17<sup>th</sup> at 10:00 am. It will cost \$7 per person.

### **Special Projects - Mary Ann Gilroy**

Mary Ann needs someone to put flag up for Columbus Day. Bill Courtney is going to take care of it. So far, she has only received one from non-board members.

### **Standards – Faith Ferris**

Faith is sharing applications for changes to existing homes with the new candidate for Standards Director. She also mentioned that it would be appreciated if all Board members would notify her when they see neighbors making exterior changes to ensure they have submitted application.

### **Special Projects – Mary Boeringer**

Is taking suggestions from members on projects to consider for the 1% optional sales tax.

### **Past President – Ian Milne**

Reported on traffic control ideas for Hwy. 41.

## **9 MEMBERSHIP COMMENTS**

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**No comments**

# 10 ADJOURN

Nancy Granum moved, seconded by CJ to adjourn the meeting. Motion carried. Meeting adjourned 11:25 am.

Respectfully submitted by Libby Strong, Secretary

## ***Burnt Store Isles Association, Inc.*** ***Income Expense Report for 2019***

9/24/2019

<b><i>Reserves</i></b>	<b>Budgeted Amount</b>	<b>Inc/Exp To Date</b>	<b>Balance</b>
Check Book \$14,962.32      Savings \$11,113.95      Cert of Deposit \$40,000.00      Total Cash \$66,076.27			
Attorney Fees from 2018 Dues	1,860.00	0.00	-1,860.00
Landscape Reserve	2,092.50	0.00	-2,092.50
<b>Total Reserve</b>	<b>\$3,952.50</b>	<b>\$0.00</b>	<b>-\$3,952.50</b>
<b><i>Incomes</i></b>	<b>Budgeted Amount</b>	<b>Inc/Exp To Date</b>	<b>Balance</b>
50/50 Raffle	0.00	80.00	80.00
Badges - Member Paid	0.00	0.00	0.00
Directory Ads	1,200.00	2,450.00	1,250.00
Donations Received	0.00	0.00	0.00
Events - Member Paid	0.00	1,477.50	1,477.50
Interest Income	0.00	46.40	46.40
Membership Dues	19,385.00	19,757.20	372.20
Miscellaneous Income	0.00	115.00	115.00
New Construction Fees	2,500.00	3,400.00	900.00
Newsletter Ads	1,000.00	1,484.00	484.00
<b>Total Income</b>	<b>\$24,085.00</b>	<b>\$28,810.10</b>	<b>\$4,725.10</b>
<b><i>Expenses</i></b>	<b>Budgeted Amount</b>	<b>Inc/Exp To Date</b>	<b>Balance</b>
Accounting Fees	0.00	0.00	0.00
Attorney Fees Reserve from Dues	1,940.00	0.00	1,940.00
Badges	0.00	0.00	0.00
Banners	500.00	0.00	500.00
Directory Preparation	1,200.00	743.67	456.33
Donations Given	250.00	0.00	250.00
Events - BSIA Paid	2,000.00	768.63	1,231.37
Events - Paid by Members	0.00	1,448.32	-1,448.32
Landscape Reserve	1,000.00	0.00	1,000.00
Landscape/Property Maintenance	6,660.00	4,995.00	1,665.00
Legal Fees	1,000.00	393.75	606.25
Liability Insurance	2,700.00	2,710.00	-10.00
Meeting Room Rental	250.00	200.00	50.00
Miscellaneous Expense	1,200.00	523.78	676.22
Newsletter Preparation	1,500.00	1,449.61	50.39
Office Supplies	200.00	224.25	-24.25
P.O. Box Rent	90.00	0.00	90.00
Postage and Delivery	500.00	212.50	287.50
Safe Deposit Box Rent (waived)	0.00	0.00	0.00
Shredder Day (1 per year)	400.00	400.00	0.00
Software	150.00	0.00	150.00
State Fees	65.00	61.25	3.75
Storage Unit Rent	540.00	369.15	170.85
Surveillance Cameras	750.00	0.00	750.00
Web Data Remote Hosting	540.00	540.00	0.00
Web Emails Constant Contact	630.00	588.00	42.00
<b>Total Expense</b>	<b>\$24,065.00</b>	<b>\$15,627.91</b>	<b>\$8,437.09</b>
<b>Net Income (Loss)</b>	<b>\$20.00</b>		