

# Burnt Store Isles Association Board of Directors Meeting

Zoom Video Conference

September 4, 2020

Called to Order 9:00 am

## **1. UPDATE: PUNTA GORDA POLICE DEPARTMENT AND MAYOR NANCY PRAFKE**

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Officer Justin Davoult of the Punta Gorda Police Department briefed the Board.

- Most crime in the City is down, but scams continue to be a big problem.
- There has been a step up in policing on Tripoli and it appears to be working to keep speeding down.

Mayor Nancy Prafke updated the Board on the City Counsel

- The new City Manager Greg Murray has started in the position and joined our meeting briefly for mutual introductions and welcoming by the Board Members.
- The budget for the City of Punta Gorda will be presented at the Counsel meeting on September 9, 2020.
- The City is going to suspend sign enforcement of the current sign ordinance until after the November election. There is currently a survey available online for residents by the City to determine what new sign regulations should be put into place.

## **2. ROLL CALL**

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### **Officers Present**

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

### **Directors Present**

Jenny Anderson, E Communications  
Ken Williams, Membership  
CJ Metcalfe, Neighborhood Security  
Donna Nowak, Social

### **Committee Chairs Present**

Genny Ramachandran, Newsletter  
Janice Kelley – Directory

**A quorum was established.**

### 3. REVIEW AND APPROVE BOARD MEETING MINUTES

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Faith Ferris moved and Ken Williams seconded the approval of the minutes dated August 7, 2020. Motion carried.

### 4. OFFICER'S REPORTS

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#### President – Bill Courtney

Bill has had questions from the community on signage. He referred the resident to the Deed Restrictions that covers signage and the City website.

There has been unusual alligator activity reported. It is important to remember that you should NOT feed the alligators.

Bill had one complaint about door hangers. Door hangers are a form of solicitation and therefore are not allowed in BSI.

#### Vice President – Faith Ferris

Faith asked for ideas for an article in the Newsletter. It was suggested that she write something about the best steps to take if you are having trouble with a neighbor's construction project. There have been several complaints about construction companies leaving trash around the area, blocking streets, etc.

#### Treasurer - Bill Page

Bill reviewed the financials for August. There are a couple of short falls due to additional legal and IT expenses. The IT expense was caused by a change from annual billing to a 5-year contract.

Bill will be presenting the 2021 budget proposal at the October meeting.

#### Secretary - Libby Strong

Libby is going to submit an article to the Newsletter about the Board's efforts to copy archive records into a digital format. The original records will continue to be stored in the storage facility.

### 5. OLD BUSINESS

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#### Annual Meeting Arrangements

The annual meeting is going to be postponed until the spring because of the continued problem of Covid-19. **Faith Ferris moved, seconded by Bill Page to postpone the November 2020 Annual Meeting until a date to be determined in the spring of 2021. The voting for 2021 Board and budget will be done by mail and e-mail in mid-November. Motion carried.**

This means the next issue of the newsletter will still contain messages from each current officer and director, the YTD 2020 financial report, the proposed 2021 budget, and information about the 2021 slate of officers and directors, but NOT the ballot or an envelope, as the ballot will be mailed or emailed separately. The target date for delivery via first class mail to the members is now approximately November 9, so this will give us a bit more time to get the issue together.

The plan for voting is as follows:

11/17 - Ballots with the Board slate and a copy of the proposed budget will be e-mailed to most members and for those who do not want email it will be sent via USPS first class to those members.

12/1 - Ballots must be returned to BSIA PO Box or email address TBD

12/2-3 - Ballots will be counted by special committee

12/4 - Results announced at the regular December 4 Board Zoom meeting.

### **Nomination Committee**

We still do not have the Secretary position filled. Want ads have been placed in the bulletin and will also be in the November Newsletter.

### **Access for PGPD to the Surveillance Cameras**

Bill Courtney and CJ are working on a letter to send to the PGPD regarding our requirements to allow the police department to have immediate access to the cameras.

### **BSI Stickers**

Mary Ann Gilroy submitted a report read by Libby Strong on the BSI sticker project. The initial investment to the Association will be \$180 for 100 stickers. This will cover the cost of the stickers and mailing costs, including packaging and postage. If we charge \$5.00 and sell them all (members only) we will collect \$900. We need to sell 36 to break even. Mary Ann will handle this as part of her duties as the “special projects” Board Member.

## **6. NEW BUSINESS**

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### **Budget**

Bill Page is going to present that proposed budget to the Board at the October meeting.

### **Sign Policy**

The Board will review the BSI signage policies after the City of Punta Gorda reviews their policies. Due to some legal challenges, the City is in the process of revising their policy.

## **7. DIRECTOR'S REPORTS**

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### **Community Standards – Faith Ferris reporting for Rick Allen**

A resident has requested BSIA for permission to erect a large statue of a horse in a cul-de-sac in front of his house. Since the cul-de-sac is considered City property, Faith has submitted a request to the City for input on possible code violations or concerns before BSIA Standards reviews and considers the homeowner's request. The Board is going to wait to see what the City determines before the Board takes any action. Some of the Board's concerns are issues around liability, maintenance and how it will impact the cul-de-sac as a whole.

### **Communication – Jenny Anderson**

Jenny is asking the Board to review the new website. The old website will be decommissioned on November 10<sup>th</sup>. One possible addition to the website would be Policy and Procedures. Jenny is going to organize a meeting to review our next steps.

### **Legal Liaison – Libby Strong reporting for Joe Meyer**

The issue with a builder paying the fee for plan reviews has been resolved. The Association has received the \$500 fee along with the application.

### **Membership – Ken Williams**

Current membership is 507.

### **Neighborhood Security – CJ Metcalfe**

Crime status are down except for the continued problem with scams.

“Cross Traffic Does Not Stop” signs are still on backorder.

CJ is working with Bill Courtney to draft a letter to the PGPD regarding access to the security cameras.

### **Planning – Libby Strong reporting for Mary Boeringer**

The 1% optional sales tax will be on the November ballot, to be voted on. Unfortunately the kayak launching pad we had recommended, was considered one of the choices, but there were more important issues being considered. Therefore our recommendation did not make the priority list.

### **Social –Donna Nowak**

The Social Committee is continuing to work on putting together an Ice Cream Social at the Working Cow. They are hoping to have it sometime in September. The event will include a buy-one get-one on the ice cream.

The Christmas Party has been reserved for December 12<sup>th</sup> at Twin Isle Country Club. We are going to keep that date for now. We can cancel up to 30 days prior to the event. The Club requires a minimum of 50 people. The maximum number the Club can hold is 175.

CJ suggested a Holiday Car Parade for BSI. It would be a fun event and would cost nothing.

Bill Page suggested that the Social Committee put together a budget for 2021 that outlined specific events and the costs associated with those events. This will help Bill determine the amount to be budgeted for social activities on the 2021 Budget.

### **Special Projects – Libby Strong reporting for Mary Ann Gilroy**

Mary Ann emailed Michael Jennings at Instar Lawn to go ahead with fertilizing the entrance islands as soon as it's OK to put down the fall fertilizer after October 1<sup>st</sup>. She also relayed to him that the Board decided to go ahead and put in some landscaping at the Madrid/Tripoli monument. The first step in the process will be to submit a plan to the city (the city requires that anything we put in will not obscure traffic visibility). After we have an approved plan, Mary Ann will contact public works

to come out to check the sprinkler, and then she will contact Instar for installation. Stephanie Courtney has again graciously offered to participate in the landscape design of the area around the monument☺

## **8. PUBLISHER REPORTS**

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### **Newsletter - Genny Ramachandran**

Genny will send out a new timeline for the Newsletter. She is asking that all Board Members submit an article for the Newsletter by the next Board meeting.

### **Directory – Janice Kelley**

Genny and Janice are working together to get advertisers for both the newsletter and the directory. They are hoping that by combining their efforts they will have more success.

## **9. ADJOURN**

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Meeting adjourned at 11:15 am.

Respectfully submitted by Libby Strong, Secretary

**Burnt Store Isles Association, Inc**  
**Burnt Store Isles Association**  
**Custom Income Statement 4**  
**From Jan 2020 to Aug 2020**  
**Options: Activity Only**

FINANCIAL ROW	ACTUAL	BUDGET	VARIANCE
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4100 - Membership Dues	\$19,663.38	\$20,372.00	\$708.62
4200 - New Construction Fees	\$4,260.00	\$2,500.00	-\$1,760.00
4300 - Directory Ads	\$2,427.50	\$2,500.00	\$72.50
4350 - Newsletter Ads	\$1,688.80	\$1,500.00	-\$188.80
4400 - Interest Income	\$7.88	\$0.00	-\$7.88
4610 - Misc. Income	\$120.00	\$0.00	-\$120.00
4620 - Badges - Member Paid	\$40.00	\$0.00	-\$40.00
4700 - Events - Member Paid	\$45.00	\$0.00	-\$45.00
<b>Total - Income</b>	<b>\$28,252.56</b>	<b>\$26,872.00</b>	<b>-\$1,380.56</b>
<b>Gross Profit</b>	<b>\$28,252.56</b>	<b>\$26,872.00</b>	<b>-\$1,380.56</b>
<b>Expense</b>			
6100 - Landscaping Reserve	\$0.00	\$1,000.00	\$1,000.00
6150 - Landscaping/Property Mgmt	\$4,632.00	\$4,632.00	\$0.00
6300 - Directory Preparation	\$919.65	\$1,000.00	\$80.35
6350 - Newsletter Preparation	\$2,307.88	\$3,200.00	\$892.12
6400 - Legal Fees	\$1,767.06	\$500.00	-\$1,267.06
6410 - Attorney Fees Reserves	\$0.00	\$1,360.00	\$1,360.00
6420 - Liability Insurance	\$2,791.00	\$2,750.00	-\$41.00
6500 - Donation Given	\$65.00	\$250.00	\$185.00
6620 - Badges	\$48.91	\$0.00	-\$48.91
6710 - Events BSIA Paid	\$143.50	\$1,400.00	\$1,256.50
6730 - Storage Unit Rent	\$350.96	\$360.00	\$9.04
6750 - PO Box Rental	\$100.00	\$200.00	\$100.00
6760 - Postage and Delivery	\$235.08	\$500.00	\$264.92
6770 - Safe deposit Rent	\$0.00	\$100.00	\$100.00
6800 - Software	\$0.00	\$150.00	\$150.00
6810 - Web Data Remote Hosting	\$959.52	\$540.00	-\$419.52
6820 - Web Emails Constant Contact	\$1,409.58	\$630.00	-\$779.58
6830 - State Fees	\$61.25	\$65.00	\$3.75
6900 - Misc. Expense	\$875.40	\$1,000.00	\$124.60
6910 - Office Supplies	\$0.00	\$300.00	\$300.00
6920 - Surveillance Cameras	\$832.93	\$750.00	-\$82.93
6930 - Meeting Room Rent	\$326.77	\$200.00	-\$126.77
6940 - Shredder Day	\$400.00	\$400.00	\$0.00
6950 - Banners	\$0.00	\$250.00	\$250.00
6960 - Underground Wiring	\$3,412.29	\$3,000.00	-\$412.29
<b>Total - Expense</b>	<b>\$21,638.78</b>	<b>\$24,537.00</b>	<b>\$2,898.22</b>
<b>Net Ordinary Income</b>	<b>\$6,613.78</b>	<b>\$2,335.00</b>	<b>-\$4,278.78</b>
<b>Net Income</b>	<b>\$6,613.78</b>	<b>\$2,335.00</b>	<b>-\$4,278.78</b>

*ACCOUNT BALANCES*

*OPERATING \$15,637.*  
*MONEY MKT \$11,182*

*CD #1 \$20,409*  
*CD #2 \$10,204*  
*CD #3 \$10,204*