



Property Owners Association, Inc.

Meeting Minutes

Thursday, February 20th, 2014

BOARD MEMBERS PRESENT:

Vice President: Frank Egidio

Treasurer: Brent Norman

Director: Al Bishop

BOARD MEMBERS ABSENT:

President: Jim Tippmann

Secretary: Debbe Pariseau

The meeting was called to order by Vice President Frank Egidio at 7:31 PM.

Reading of the Minutes: *Al Bishop motioned to accept the minutes of January 23rd, .2014. Frank Egidio seconded it. All were in favor. Motion passed.*

Report of Officers:

Frank Egidio, Vice President: Frank has no report at this time.

Al Bishop, Director: Al had no report at this time.

Brent Norman, Treasurer: Brent had no report at this time.

Manager's Report: Alex Watson, Property Manager:

- a) Mailing Options for Fine Letters: Was asked to investigate options other than certified mail (\$6.00 + postage). Signature confirmation (\$2.90) and restricted delivery (\$5.05) are options. Decided to leave current procedure in place.
- b) Violations: Discussion was held about e-mailing violations to owners. Software program cannot e-mail so options on ways to do that would have to be researched.

Reports of Committees:

ACB:

Al Bishop reported that there have been several applications lately. The committee had the application form revised and a revision to the ACB Guidelines is being presented to the Board for approval today. Al asked that everyone get their apps in early.



Appeals:

Al Cinkovic reported that there have been several appeals lately and all have been upheld/

Clubhouse:

Barb Bishop, co-chair, reported that they had a great turnout for the Valentines Dance. There was a ping-pong tournament scheduled for the upcoming Saturday and on March 15th there will be a St. Patrick's Day Dinner. Garage sale will be on March 22nd and bocce court grand re-opening will be on March 30th.

Neighborhood Watch:

Al Cinkovic reported that they are in need of people for community patrol. The terms used for overall community safety is divided into Neighborhood Watch and Community Patrol since the Neighborhood Watch Program doesn't include patrolling.

Screening: No report.

NEW BUSINESS

A. ACB Guidelines: Tabled to next meeting when more Board Members are present.

B. Clubhouse Amenity Additions

Clubhouse committee would like to add a sink to the bar, a new refrigerator for the kitchen, and an icemaker and beverage cooler to the bar area.

Frank Egidio made the motion to purchase the requested items and to use the funds currently allocated for the clubhouse committee to purchase them. Cost not to exceed \$5,000. Brent Norman seconded the motion. All were in favor.

C. Sales Tax on Clubhouse Tickets

Sales tax is required to be filed on any event ticket sales as of July 2013. Proctor's accounting contract does not include this service so they are asking for an additional \$50 for each quarterly filing.

Brent Norman made to motion to pay Proctor, Crook, Crowder and Fogal, P.A. \$50 to complete the quarterly filing of the sales tax. Frank Egidio seconded the motion. All were in favor.

D. Violation Review

Owner received a fine and 90-day suspension for having a vehicle follow them through the resident gate. Owner was seeking reconsideration, stating it was a rental car driver whom was told to stop at the gate but followed the owner through the gate instead.



Brent Norman made the motion to rescind the 90 day suspension but uphold the \$100 fine. Frank Egidio seconded the motion. All were in favor.

E. Suspension of Use Rights

Brent Norman made the motion to approve the suspension of use rights list of owners 90 days or more delinquent on their account. Al Bishop seconded the motion. All were in favor.

F. Gate Modification

Proposal was obtained for gate modifications including moving arm on exit gate to inside of swinging arm gate and switching the resident gate to a two arm system.

Brent Norman made the motion to accept First Fire and Security's proposal but to get a second proposal just to be sure their price is within 10-15%. Frank Egidio seconded the motion. All were in favor.

G. Golf Cart Parking

Discussion on whether a rule needs to be made about parking golf carts on grassy areas. The decision was not to create a new rule, just deal with issues on an individual basis.

OLD BUSINESS

A. Fertilization of Property

A limited proxy was created by the Attorney to amend the documents to allow the Association the right to maintain all or any portion of the lots. Discussion was held regarding other amendments to present to the owners at the same time. Two items were discussed- adding a two year waiting period before a new owner could lease their property and re-presenting the amendment to maximize the association's ability to recover past due assessments.

Frank Egidio made the motion to include all three amendments on the limited proxy. Al Bishop seconded the motion. Frank Egidio and Al Bishop were in favor. Brent Norman was against the motion. Motion passed by majority present- 2 yes, 1 no.

B. Community Fencing Tabled as Jim was not in attendance to speak on the subject.

C. Marketing of Property

Reported by Alex Watson and Brent Norman that meetings have already taken place and the website is being developed.



D. Front Entrance Monuments

Tabled until a decision was made about the fencing of the community.

E. Guard House Columns- Structural Repair

Al Bishop made the motion to approve the payment of \$7, 565 to GCD, inc. for the structural repairs that were made to the columns at the guardhouse and covered walkway. Brent Norman seconded the motion. All were in favor.

ADJOURNMENT

Brent Norman made the motion to adjourn the meeting at 9:05 pm. Al Bishop seconded the motion. All were in favor. Meeting was adjourned.

Respectfully Submitted By:

Alex Watson

Association Manager, Portofino Shores