



*Portofino Shores Property Owners Association, Inc*

**Date: Thursday, November 19, 2015**

**Time: 7:00 PM**

**MINUTES OF BOARD OF DIRECTORS MEETING**

- I. CALL TO ORDER – Jim Tippmann called the meeting to order at 7:02 p.m.
- II. ROLL CALL - Present was Jim Tippmann, President; Frank Egidio, Vice President; Ron Holmes, Secretary (via telephone conference); Al Bishop, Treasurer; and, Beth Delp, Director. Also present was Annmarie Coniglio, Property Manager.
- III. APPROVAL OF MINUTES: **October 22, 2015 (Budget and Board Meeting) Frank Egidio motioned approval of both minutes; Beth Delp seconded and the motion carried unanimously.**
- IV. REPORT OF OFFICERS– Jim Tippmann spoke briefly about the financial health of the Association and some of the larger projects being planned.
- V. MANAGER’S REPORT – Annmarie Coniglio gave the Manager’s Report.
- VI. REPORT OF COMMITTEES
  - ACB – Al Bishop gave a brief report.
  - Appeals – Ron Frantantoni gave a brief report.
  - Entertainment Committee – Alice Schmitz reported on the upcoming ping pong on Saturday; Pancakes with Santa on December 5, the Holiday Party on December 19 and New Year’s Eve party.
  - Neighborhood Watch – Al Cinkovic gave a brief report.
  - Screening – Frank Egidio gave a brief report and asked for volunteers to serve on the Screening Committee.



## VII. OLD BUSINESS

a. Window Treatments for Great Room at Clubhouse - Beth Delp explained the vision and after a discussion, **Beth Delp motioned approval of the bid received from Budget Blinds; Frank Egidio seconded and the motion carried unanimously.**

b. Front Monuments Project – Construction Contract Proposal -Jim Tippman explained the reduction in price of the construction contract and after discussion **Frank Egidio motioned approval of the contract; Beth Delp seconded and the motion carried unanimously.**

## VIII. NEW BUSINESS

a. Proctor, Crook, Crowder & Fogal Engagement Letter - **Jim Tippmann motioned approval of the continued accounting services; Frank Egidio seconded and the motion carried unanimously.**

b. Beautification of circle areas throughout community - The Board reviewed the bid submitted by Marciano's Landscaping and after discussion **Frank Egidio motioned to seek another bid and if that bid is in-line with the Marciano's pricing, Marciano's are approved for this work; Al Bishop seconded and the motion carried unanimously.**

c. Appointment of Sharon Broschart to the Appeals Committee - **Beth Delp motioned approval; Al Bishop seconded and the motioned carried unanimously.**

d. Annual Meeting – Results received on November 5, 2015 - Jim Tippmann spoke about the inability to reach a quorum; Al Bishop suggested that a “get out and vote” campaign be started next year. The Board will stay as seated for the coming year. **Jim Tippmann motioned that 90 days leading up to the next annual meeting a Committee be formed to review the process and the product; Beth Delp seconded and the motion carried unanimously.**

## IX. ADJOURNMENT/OPEN DISCUSSION

There being no further business to discuss, the meeting adjourned at 8:22 p.m.

Respectfully submitted,  
Annmarie Coniglio, LCAM