



*Portofino Shores Property Owners Association, Inc*

**Date: Thursday, August 18, 2016**

**Time: 7:00 PM**

**Place: Clubhouse**

**MINUTES OF BOARD OF DIRECTORS MEETING**

- I. CALL TO ORDER – Jim Tippmann called the meeting to order at 7 p.m.
- II. ROLL CALL - Present was Jim Tippmann, President; Frank Egidio, Vice President; Al Bishop, Treasurer; and, Beth Delp, Director. Absent was Ron Holmes, Secretary. Also present was Annmarie Coniglio, Property Manager.
- III. APPROVAL OF MINUTES: **July 14, 2016. Frank Egidio motioned approval of the minutes; Beth Delp seconded and the motion carried unanimously.**
- IV. REPORT OF OFFICERS– Jim Tippmann spoke about the change in sub-contractors for AT&T. The new crew seems to be doing a better job of installing the upgraded fiber optic lines and showing greater care and respect for the homeowners’ property.
- V. MANAGER’S REPORT – Annmarie Coniglio gave the Manager’s Report.
- VI. REPORT OF COMMITTEES
  - ACB – Susi Pelot gave a brief report.
  - Appeals –Al Cinkovic gave a brief report.
  - Entertainment Committee – Barbara Bishop gave a brief report.
  - Neighborhood Watch – Al Cinkovic gave a brief report. There was a discussion about suggestions on marking the light switches so that there will be enough illumination for the cameras inside the clubhouse. After discussions, **Beth Delp motioned approval of motion/occupancy sensors be installed in the clubhouse great room and under the canopy at the front door and under the canopy at pool area; Frank Egidio seconded and the motion carried unanimously.**



Screening – Frank Egidio reported that there have been 14 new leases; 18 lease renewals and 12 re-sales over the past two months.

## VII. OLD BUSINESS

a. Front Entrance Monuments – Jim Tippmann explained that the shrubs within the monuments were removed so that worker’s can access the area to work on the stucco and repaint.

With regards to the lighting at the front entrance monuments (and lighting up the intersection at Turnpike Feeder and Splendido Dr.), one bid has been received to date, from Don Green Electric. After discussions, **Jim Tippmann motioned that as long as we get several bids and we stay under this number and we negotiate the best deal we can on the part of the electrical we need right away and we move forward; Frank Egidio seconded and the motion carried unanimously.**

With regards to the trellis feature over the existing bus stop, including a “roof” (metal between the rails) that will provide cover from weather, **Beth Delp motioned approval of the trellis feature with the roof, at the cost of \$12,325; Al Bishop seconded and the motion carried 3-1 with Frank Egidio dissenting.**

b. Root pruning/root barrier of sidewalk oaks – Red tagged trees – There was a brief discussion about the red-tagged trees; Jim Tippmann explained that the board is reviewing their options on how to handle those trees (i.e., replace with a smaller oak that will be root pruned at the time of planting and/or leave the trees and continue to grind sidewalks periodically).

## VIII. NEW BUSINESS

a. Date for Annual Meeting – After a brief discussion, **Beth Delp motioned approval to accept November 3 as the date of the annual meeting; Al Bishop seconded and the motion carried unanimously.** The Board also discussed putting together “A Get Out and Vote” committee. At the current time, there were no volunteers.

b. Purchase of Radar Signs – **Jim Tippmann motioned approval of the purchase of two signs; Al Bishop seconded and the motion carried unanimously.**

c. Purchase of additional pool furniture – The Board discussed the bid for the purchase of three additional tables, 12 chairs and three umbrellas for the pool area as requested by Frank Egidio. The Board was not in agreement with the need for these additional tables, chairs and umbrellas.

d. Hurricane shutters at double doors (pool side) – **Jim Tippmann motioned approval of the hurricane shutters as proposed from Palm Coast Shutters; Beth Delp seconded and the motion carried unanimously.**



e. Vendor Contract Procedures – Jim Tippmann introduced this item explaining that the Association has had a multi-year contract with Pinnacle Association Management and have gone too long without competitively bidding the contract. There were discussions about re-evaluating what is being done, how it's being done and possibly reconfiguring some of the things that are being done. **Jim Tippmann motioned approval to provide sixty (60) days notice of the termination of the contract with Pinnacle Association Management; Frank Egidio seconded and the motion carried unanimously.**

IX. ADJOURNMENT/OPEN DISCUSSION

There being no further business to discuss, the meeting adjourned at 8:25 p.m.

Respectfully submitted,  
Annmarie Coniglio, LCAM