



Portofino Shores Property Owners Association, Inc

Date: Thursday, September 22, 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; Ron Holmes, Secretary (arrived at 7:10pm); and Beth Delp, Director. . Also present was Annmarie Coniglio, Property Manager.
- III. APPROVAL OF MINUTES: **August 18, 2016. Frank Egidio motioned approval of the minutes; Beth Delp seconded and the motion carried unanimously.**
- IV. REPORT OF OFFICERS–
- V. MANAGER’S REPORT – Annmarie Coniglio gave the Manager’s Report.
- VI. REPORT OF COMMITTEES
 - ACB – Steve Pariseau 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.
 - Screening – Frank Egidio reported that there have been 7 new leases; 5 lease renewals and 3 re-sales over the past two months.



VII. OLD BUSINESS

a. Front Entrance Monuments

- Review of Painting bids – After discussions, **Beth motioned that Annmarie go to each painting contractor and find out their timeline and the painting bid should be awarded to the contractor who can begin the job sooner and complete the job sooner (for \$3,200); Al Bishop seconded and the motion carried unanimously.**

- Review of revised lighting/electrical bids – After discussions, **Jim Tippmann motioned approval of A Working Man's Electric and that we direct that they start within 5 days on the preliminary work and done in 10 days and start within 5 days after landscape work and done in 10 days; Al Bishop seconded and the motion carried.**

- Review of revised landscape bid – After lengthy discussions, **Jim Tippmann motioned to sit down with contractor to verify that this proposal meets our expectations (verify that his proposal matches our scope) if it does, we move forward; Frank Egidio seconded and the motion carried unanimously.**

VIII. NEW BUSINESS

a. Renewal of Hoover Pumping Systems contract – After a brief discussion, **Frank Egidio motioned approval of the renewal; Beth Delp seconded and the motion carried unanimously.**

b. Lease at 6005 Santa Margarito Drive – Jim Tippmann began by explaining that he is working on getting in touch with the previous owner of the property (the mortgage company required prior owner to give permission for Jim to work with bank on purchasing the property). Portofino Shores has temporary title to the property. He rented the property through Lakewood Realty and would like the Board to approve, or be willing to cooperate, in his effort to buy it and also rent it. Jim explained that he had discussions with the attorney, who advised that both the purchase and lease of the property be handled in the exact manner as was handled with other renters. The attorney recommended that the board review and ratify the lease. Al Bishop explained that a 2/3 affirmative vote of the board is required (same was noted in email from attorney). Extensive conversations continued where the Board discussed taking no action tonight pending any board member wishing to discuss this further with the attorney do so. Ron Holmes stated that he would like to talk to the attorney as he would like to make sure that we have a good administrative record to protect the board's interest and Portofino Shores' interest in case someone wants to bring a conflict of interest charge. **Frank Egidio motioned to table this item pending meeting with the attorney; Al Bishop seconded and the motion carried unanimously.**



c. Property Management update and direction – Al Bishop noted that he did not realize when he voted last month to cancel the contract, the timing of doing it when they did cuts things off right in the middle of the election. Currently, the contract is up at the end of the year. Beth Delp spoke and explained that some of the issues that were noted by Jim she had discussed with Gail Logan, who was in attendance. Beth and Al would like to push this off until the end of the year. After further discussions, **Beth Delp motioned that we re-instate Pinnacle Association Management to the end of the year with the original contract; Al Bishop seconded and the motion carried unanimously.**

IX. ADJOURNMENT/OPEN DISCUSSION

There being no further business to discuss, the meeting adjourned at 9:00 p.m.

Respectfully submitted,
Annmarie Coniglio, LCAM