



Portofino Shores Property Owners Association, Inc

MINUTES OF BOARD OF DIRECTORS

Date: Tuesday, February 21, 2017

Time: 7:00PM

Place: Clubhouse

- I. CALL TO ORDER – Jim Grubb called the meeting to order at 7:00 p.m.
- II. ROLL CALL - Present was Jim Grubb, President; David Rosenthal, Vice President; Donna Steininger, Secretary; and, Al Bishop Treasurer. Absent was Beth Delp, Director. Also present was Annmarie Coniglio, Property Manager.
- III. APPROVAL OF MINUTES: **January 27, 2017. Donna Steininger motioned approval of the minutes; Al Bishop seconded and the motion carried 4-0.**

IV. REPORT OF OFFICERS–

Jim Grubb gave a brief report (copies made available to attendees).

David Rosenthal discussed the hard work done by the board members and their commitment to seeking legal counsel when necessary in order to be certain that issues are being handled properly. When members in attendance at board meetings make statements, especially when the statement is not correct, it could lead to people leaving the meeting with the wrong impression. As this was done at last month's meeting, it would be helpful if members would ask a question rather than attempting to make a statement as truth without having all the facts.

- V. MANAGER'S REPORT – Annmarie Coniglio gave the manager's report (copies made available to attendees).

- VI. Report of committees – (A summary sheet of all Committee reports attached.)
 - ACB
 - Appeals
 - Entertainment Committee
 - Screening
 - Front Entry Remodel Project Committee
 - Street Tree Root Barrier Committee



VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

a. Change in Lease Application to add Credit Score, as provided for in the Covenants. Jim Grubb introduced the item and gave background information. The proposed Resolution was read into the record by Jim. The planned use of a credit score is already incorporated into the recorded documents. After a brief discussion, **Donna Steininger motioned approval of the Resolution written by legal counsel incorporating credit score reports/results in lease screening; David Rosenthal seconded and the motion carried 4-0.**

The Board discussed the initial procedures and guidelines. After discussions, **David Rosenthal motioned approval of the initial procedures/guidelines; Al Bishop seconded and the motion carried 4-0.**

b. Suggested Changes to the Board from the Architectural Control Board – Suggested changes of the Architectural Guidelines were reviewed. Many of the minor changes were for clarification only. One specific change suggested by the ACB is approval to the guidelines for fence heights on lake lots. After review and discussion, **Al Bishop motioned approval; David Rosenthal seconded and the motion carried 4-0.**

c. Suspension of Use – Three units within Portofino Shores are being recommended for approval of suspension of use. **David Rosenthal motioned approval; Donna Steininger seconded and the motion carried unanimously.**

IX. OPEN DISCUSSION

Some issues brought up by the Members in attendance was the sod not replaced after the root barrier work and nuisance pets/dogs.

X. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 7:36 p.m.

Respectfully submitted,
Annmarie Coniglio, LCAM

**COMMITTEE REPORTS SUMMARY
FOR BOARD MEETING OF FEBRUARY 21, 2017**

Architectural Control Board:

Since the last BOD meeting, the ACB had two meetings – Jan. 24 and Feb. 14, 2017.

The ACB reviewed a total of 23 New and 2 Revised Applications.

8 for Landscaping changes

1 for Repainting outside of house or doors

8 for adding or changes to Screen Rooms/Patios/Walkways

3 for adding Gutters & Downspouts

3 for adding/changing other items to house (exterior lighting, wall décor, etc.)

1 for Fences

1 for changing entry doors

The ACB is working on revising the current Architectural Guidelines and hopes to have our recommendations ready for a future BOD meeting.

The ACB Meets on 2nd & 4th Tuesdays of the month at 7:00 p.m.

Next ACB Meeting is Tuesday, February 28, 2017.

To be considered, an application must be received by the Friday prior to a Tuesday meeting.

Appeals Committee:

At the February meeting, we had one item: a parking violation which was upheld by unanimous decision.

Entertainment Committee:

We had a great 2016 and stayed within budget. The Valentine Dance was a great success with lots of fun had by all. The upcoming event, Caribbean Night, is Saturday March 25 catered by 14 Bones with a steel drum band.

Neighborhood Watch:

The first NWC monthly meeting took place on 2.2.17 – meeting was attended by 8 individuals, some current committee members and a couple new. The program was reviewed and discussion ensued regarding what works for Portofino Shores and how to continue. We have had 4 volunteers since the beginning of the year and we are looking to interest about 6 more two-somes to take on a night of patrol.

Reviewed current processes when pool guard position is not filled and proposing suggestions to the board on how to address the evenings without a patrol member assigned.

Volunteers are needed – please reach out to Debbe at 772.242.8470 or contact the office.

Screening Committee Report:

Since the Board meeting of January, there have been 6 new leases, 4 lease renewals and 4 sales. Committee members met with Jim Grubb on Monday, February 20, 2017 to go over possible credit score requirement being implemented by Board of Directors.

Ad Hoc Committees**Front Entry Remodel Project Committee:**

Painting of monuments has been completed. Landscaping contractor has begun as of Monday, February 6, 2017. All shrubbery marked to be removed has been and installation of new plantings has begun. This work has an anticipated completion date of Monday, March 6, 2017. Electrician has been kept apprised of scheduling.

Street Tree Root Barrier Remediation Committee:

Current issue of unavailable material. The supplier to Tri Brothers has failed to meet the requirement to supply material as fast as needed. There is a current halt in the work, which is planned to resume by week's end. They have demonstrated progress of up to 260 feet per day, and the necessary average is 200 feet per day. No other disagreements with contractor to address, Tri Brothers is doing a good job. A weekly report Fridays is established for Tri Brothers to tell us their progress in feet, and to confirm what streets were done. The arborist recommended that three trees be removed, and applications with St. Lucie County are in progress. They each had irrigation shutoff valves very close to the trunk. Dave Woodall was also consulted, and all three of us being in agreement, Annmarie was asked to apply to St. Lucie County for the removals and approval has been received. One small common area with a tree was spared so far. Chris believes it is small enough to survive where it is for 2 years and more, and there are no valves that it threatens.