

Portofino Shores Property Owners Association, Inc

**MINUTES OF
MEETING OF BOARD OF DIRECTORS**

Date: Tuesday, July 18, 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; Al Bishop Treasurer; and, Beth Delp, Director. Also present was Annmarie Coniglio, Property Manager.
- III. APPROVAL OF MINUTES: **May 16, 2017. Beth Delp motioned approval of the minutes; Al Bishop seconded and the motion carried unanimously.**
- IV. REPORT OF OFFICERS – Jim Grubb spoke briefly about the Community Development District of Portofino Shores POA and their recent meeting of July 11, 2017.
- V. MANAGER’S REPORT – Annmarie Coniglio gave the manager’s report.
- VI. Report of committees – (A summary sheet of all Committee reports is attached.)
 - ACB
 - Appeals
 - Entertainment Committee
 - Neighborhood Watch
 - Screening
- VII. OLD BUSINESS
 - None.
- VIII. NEW BUSINESS
 1. Raising the canopies of the oaks – Jim Grubb introduced the item, explaining the oaks will be trimmed, on both sides, to raise the canopy using the goal of eighteen (18’) feet where applicable. For some trees, it may be suitable to trim to fourteen (14’) feet. After a brief discussion, **Beth Delp motioned approval of the estimate from Tri-Brothers; Al Bishop seconded and the motion carried unanimously.**

2. File Retention – Shred and scan to digital media to comply with record retention specified by law – Jim Grubb discussed briefly, explaining that the records that are older than seven (7) years should be shredded and the remaining files will be converted to digital media. After a brief discussion, **Beth Delp motioned approval to shred older than seven years and to convert to digital media remaining records; David Rosenthal seconded and the motion carried unanimously.**

3. Repairs to Preserve Walkway along Turnpike Feeder Rd. – Jim Grubb introduced this item, explaining the quote received is for \$16,000. Other bids were solicited; however, no others were received. There will be no root barrier product installed on those sidewalks, but the approximately nine sections of sidewalk marked will be replaced. After a brief discussion, **Beth Delp motioned approval of the bid received from Jose Arellano for \$16,000; Al Bishop seconded and the motion carried unanimously.**

4. Bocce Court – Jim Grubb introduced this item, explaining that the bocce court was discussed at the most recent CDD meeting. There are several actions the board can take: (1) remove the bocce court and restore it to preserve; (2) we can tell the CDD that the community wishes to keep the court; (3) we can obtain more information and discuss further at the August meeting; and, (4) any other suggestions? Discussions ensued, after which, **David Rosenthal motioned to get a price to get the bocce court to quality standards and to survey the community on their interest in the bocce court; Beth Delp seconded and motion carried unanimously.** Sharon Broschart volunteered to lead in surveying the community to find out their interest in keeping the bocce court.

5. Appeals for Board Meeting

Case #1: Request to waive accelerated assessments and to waive fine

Case #2: Request to waive accelerated assessments

Jim Grubb explained that there are two cases where assessments have been accelerated and one has a fine. Board members reviewed the information and the requests; after review and discussion, **David Rosenthal motioned not to waive the accelerated assessments on both cases; and, not to waive the fine on Case #1; Beth Delp seconded and the motion carried unanimously.**

Case #3: Request to waive \$100 fine

Jim Grubb noted that this is an old case that has gone through the Appeals Committee; and, the issue has been resolved. Jim noted he observed the fence after it has been installed. The Appeals Committee has recommended the fine be rescinded. After

discussions, **Beth Delp motioned approval to accept the Appeals Committee's suggestion that the fine be rescinded; Donna Steininger seconded and the motion carried unanimously.**

Case #4: Request to waive accelerated assessments

Jim Grubb noted that this issue is very similar to the first two cases. After review and discussion, **David Rosenthal motioned not to waive the accelerated assessments; Al Bishop seconded and the motion carried unanimously.**

IX. OPEN DISCUSSION

It was discussed and agreed that the new ping pong table will not be stored away, but, rather kept in the ping pong room for all to use.

Debbe Pariseau noted that the Neighborhood Watch Committee will be hosting a Safety Fair in the clubhouse in January. There will be vendors with safety-related products (windows, doors, etc.)

X. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 7:40 p.m.

Respectfully submitted,
Annmarie Coniglio, LCAM