

**PORTOFINO AT PELICAN PRESERVE PROPERTY**  
**OWNERS ASSOCIATION, INC.**

**BOARD OF DIRECTORS MEETING**

**February 22, 2024**

*Approved*

**Call to Order:** Mike Knepper called the meeting to order at 9:13 a.m.

**Establish a Quorum.** Present were Directors Beverly Gulan, John Grega, Karen Sick and Mike Knepper. Also present were Community Association Manager, Marsha Dennison and Sisi Rodriguez and 10 Residents.

**Approve or Waive Minutes of Previous Board Meeting:** Beverly Gulan made a motion to approve the minutes of the previous Board of Directors meeting, held on November 7, 2023, seconded by Karen Sick. **Motion carried (4-0).**

**Old Business:** Mike Knepper discussed the landscaping concerns of dead trees and grass. They have agreed to meet with Rodgers Landscaping to do a walkthrough at 9:30 am on March 1<sup>st</sup>.

**New Business:** The board discussed the following; the board and volunteers are coming up with an emergency contact list and procedures to aid in contacting owners family/emergency contact when needed, rental application approval process and possible document change, requested a violation list update – Marsha will provide to the board, GSCDD irrigation and the schedule, next meeting agenda items, and the board asked Marsha to look to see if Portofino was ever reimbursed for the monument invoice.

**Community Input:** All residents questions and comments were addressed by the board.

**Adjournment:** With no further business to discuss, Karen made a motion to adjourn, Beverly seconded and the **meeting adjourned at 9:51 a.m.**

Respectfully submitted,

*Sisi Rodriguez*

Administrative Assistant