

# Portofino at Pelican Preserve Property Owners Association, Inc.

A Corporation Not-For-Profit

Approved 4/14/15

## Board Meeting Minutes of 3-10-2015

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**Board Members Present:** Mike Knepper, President  
John Grega, Vice President  
Steve Lubinski, Treasurer  
William Cornell, Secretary  
Robert Shaffer, Director

**Board Members Absent:**

**Others Present:** Patrick Jones, CAM representing the Compass Group

**PROOF OF NOTICE:** The notice was posted in accordance with the Home Owners Association Florida Statutes.

**ESTABLISH QUORUM AND CALL TO ORDER:** A quorum of the Board of Directors was present and the meeting was called to order at 4:05 p.m.

**PRIOR MEETING MINUTES:** John Grega moved to approve the 2-10-15 meeting minutes as presented. Steve Lubinski seconded the motion. Motion was passed 4/0.

### **PRESIDENTS REPORT**

- The master association has completed a walkthrough of the property and listed all of the deficiencies. John Grega made a motion to request Tracy of Castle Management to send a letter on behalf of the master association to inform people of their deficiencies and have them correct them.. If the Master Association will not send them out the Board will have Compass do it. William Cornell seconded the motion. Motion was passed unanimously.
- The Board announced that the work place and speed report was obtained by Mike Knepper. Owners may request a copy of these reports.
- It was reported at the President meeting that the oak trees are causing blockages in the drains. This will be an ongoing issue.

### **MANAGERS REPORT**

- Landscape letters sent
- The 10% discount on last years replacement was applied to the affected units.
- Website has been cleaned up.

### **TREASURERS REPORT:**

- Steve Lubinski reported that the association is currently \$287.00 under budget, totaling \$1222.00 YTD.

### **LANDSCAPE REPORT:**

- There is not a lot to report about Landscaping at this time. A thorough walkthrough was conducted and the community looked good. The Irrigation system will continue to have issues.

### **SOCIAL REPORT:**

- Mike Knepper stated that the next big event will be the Picnic Potluck followed by the Sand & Drinks & Drive. The social committee has obtained 45 valid email addresses.

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### **OLD BUSINESS:**

- **New Resident Directory** - The new resident packet was reviewed and discussed in detail. The Board would like to thank everyone who helped put with this project. The final packet will be completed in about a week.

### **NEW BUSINESS:**

- **Presintation on new website** - Milt sick reported he found a good source for what they need. They have HOA templates and the Hoa will own the Domain name. The Association will be able to upload files and has plenty of storage. The website will be public and searchable on the web by anyone. John Grega made a motion to proceed with the website for \$168 per year, billed on a \$14 per month basis. Steve seconded the motion. All in favor, motion carried. Milt Sick has volunteered to be the Administrator for the Website.

**MOTION TO ADJOURN:** With no further business to discuss the Board of Directors adjourned the meeting ended at 5:09 pm.

Respectfully Submitted,  
Patrick Jones, LCAM  
Compass Group