

Portofino at Sun City Center
Ft. Myers Property Owners Association, Inc.
A Corporation Not-For-Profit

BOARD OF DIRECTORS MEETING

MINUTES

The Board of Directors Meeting was held on January 15, 2020 at Mike Knepper's Lanai, 9925 Bella Vista Court, Fort Myers, FL 33913.

Board Members Present: Mike Knepper, President
 Craig Massey, Director
 Steven Lubinski, Treasurer
 Bill Cornell, Secretary
 Milt Sick, Vice President
 Sandi Foley, Vesta Property Services
 James Tanigawa, Vesta Property Services.

Owners Present: There were 2 owners present

1. Call to Order:
President Mike Knepper called the meeting to order at 9:00 a.m.
2. Proof of Notice:
Milt Sick confirmed posting the meeting notice in accordance with Florida Statutes and association governing documents.
3. Establishing a Quorum:
Mike Knepper verified that a quorum of the Board was present.
4. Approval of Previous Minutes:
Bill Cornell moved to waive the reading and accept the December 18, 2019 minutes. Seconded by Milt Sick. The motion passed with all in favor.
5. President's Report:
Mike Knepper reported that there is a fungus on some areas of the grass and the irrigation will be off for a few days. He needs to follow up on the irrigation reimbursement from the Master association.

6. Treasurer's/Financial Report:

Steven Lubinski was not at the meeting at this point but it was noted that the December Financials have not been received from Vesta. Sandi to let the accountant know when the meetings are so they can try to prepare the financials before that date.

7. Unpaid Portofino Dues and Reminder Letters:

The Board addressed the new accounting system with James Tanigawa who explained why the change had to be made and what the options are. Sandi to send the option list to Milt Sick to email to the owners. James Tanigawa answered questions from the Board about accounting and payment procedures.

Sandi will call owners who are late to see if they are aware of the late payments or if they need help understanding the new system.

8. Hardscaping Rules Review:

Home 10504 must send an application to the Master ARC for approval of the rock in front of his home. A copy should be sent to Portofino.

9. Accounting 2019 Final:

Everything seems in order.

10. Review of Older Office Expense Itemizations:

James Tanigawa noted a discrepancy in the number of copies that Portofino was charged in November and he will reimburse the account. Vesta should have absorbed this amount.

11. Owner Comments:

The social committee has an extensive agenda for the season. They will eliminate the dinner party. Shrubbery should be taken off the stop sign near the road.

Some of the vendors are spraying and not letting the owners know what they are using. There was concern about pets. Romero will let us know what he is spraying.

11. Next BOD Meeting Date

The dates for the Board of Directors meetings will be set for the next four months so accounting will be aware and work on completing the financials. They are 2/20/2020, 3/19/2020, 4/23/2020 and 5/21/2020 which is the third Thursday of each month.

12. Adjournment

Bill Cornell moved to adjourn at 10:04 a.m., seconded by Milt Sick. The motion passed with all in favor.

Respectfully submitted,

Sandi Foley, CAM
Property Manager