

# Portofino at Pelican Preserve Property Owners Association, Inc.

A Corporation Not-For-Profit

## Board Meeting Minutes of 12-09-2014

Approved – 1/13/15

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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:**

**Jeff Mitchell and Michelle Thompson 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 4:01 p.m.

**PRIOR MEETING MINUTES** – John Grega moved to approve the 11-26-14 meeting minutes with corrections. William Cornell seconded the motion. All in favor minutes approved.

### **Landscaping Report**

- Diseased Palm at Whitney house will be removed (including stump) the cost will be \$225.00 and billed to the owner (10517 Bella Vista Dr., Lawrence and Maryellen Whitney).
- The Board would like clarification on who is responsible to replace grass.
- Crabgrass and Sedge grass are under control.
- A landscape walkthrough will be conducted annually. Owners will be notified of what plants they need to replace. If owners do not replace dead plants the Association will do it and bill the owners.

### **Treasurers Report**

- New invoices for assessments received after due date. More time needs needs be provided before 1<sup>st</sup> assessment for the new year is due.
- Landscaping invoices not being paid. Compass will correct this issue.
- The Board would like to know how many people are on automatic withdrawal.

- Budget was done late this year. The Association Documents will be checked to see when the budget needs to be approved by.

### **Social Report**

- Milt Sick will be hosting the next Drinks on the Drive on 1-15-15.
- The Board is anticipating 3-4 more events. Compass will e-blast these events.

### **OLD BUSINESS**

- Volunteers have updated the new owner orientation package. It came out very good. This package should be provided to all new owners.

### **NEW BUSINESS:**

- The Board is concerned on the number of Property Managers they have had.
- Compass will create a chart of the employees involved with Portofino
- The Board feels that there is not enough resources are being provided by Compass. Compass has provided a full time CSR in Michelle to help the Property Manager.

**MOTION TO ADJOURN:** With no further business to discuss the Board of Directors adjourned the meeting ended at 5:11 pm.