

March Minutes 2025 - Meeting Notes for Palm Island Estates (PIE) Board of Directors

The meeting took place March 9th, 2025. It started at 5:01pm and adjourned at 6:10pm.

In Attendance:

- Amy McCully - attended in person
- Linda Cotherman - attended in person
- Deb Knighten - attended via call
- Kelly Lube - attended in person
- Ember Harker - attended in person
- Kenya Leonard - attended in person
- George Sinnett - attended via call
- Mic McCully - attended in person
- Jeanie Adams - excused absent

Guests:

- Jude Smith

Recording Secretary - Ember Harker

- Last Month's Minutes - Motion to approve minutes approved unanimously
- **ACTION: Ember to post last month's minutes to the website**

Corresponding Secretary - Kelly Lube

- Nothing to report
- No response from Kevin Stevens or Ralph at 41 Lemon Bay
- Cheryl Outerbridge requested house number signs, 11 Bayshore and 42 Lemon Bay Lane
 - **Action: Amy to confirm which is their house vs empty lot.**

Treasurer - Deb Knighten

- Kenya noted "It appears the insurance and electronic payment fees are transposed on the P&L"
- Deb to update
- Motion to approve report as information approved unanimously

Administrative - Deb Knighten

- Tax season is coming
 - Deb talked with our tax accountant and she requires three documents.
 - *Action: Mic to help facilitate getting her access*
 - *Action: Deb to make sure that the total ~\$350 donation to BICI gets noted*
- Annual Report - Needs to be filed by May 1.
 - *Action: Mic and Deb to file this in the next 2 weeks*

Committee Reports

Action - Linda Cotherman

- Looking for a moderator for an info-central about the neighborhood plan. May look for hiring someone. We contacted Ellen Hargrave and another person but she's unavailable.
 - Suggestion was made to consider Rob Robbins
 - Suggestion was made for an extension agent

Island Updates - Linda Cotherman

- Beach Access Signs
 - Amy reached out to the Etsy company that did the existing signs. They want to know exact sizes.
 - However, Deb said she has wood and can stencil paint these. She may or may not be able to route them.
 - Use text "Residents and Guests"
 - We'll provide a flier to rental managers
 - *Action: Deb to provide one by next meeting*

Community Liaison - Linda Cotherman

- Nothing to report

Social - Kelly Lube

- Movie Night on March 14th at 7pm
- Saturday April 4 Access 13 Kids Easter Hunt time tbd
- Sunday April 5 Social - at Kelly's
 - *Action: Kelly is to send details to Ember for the website*

Scholarship - Kelly Lube

- Nothing to report

Info Central - Jeanie Adams

- Planning an end of April InfoCentral for the Neighborhood Plan
 - Tentatively April 18th, 9am
 - **Action: Jeanie to secure the firehouse**

Membership - George Sinnett

- 224 members, but we have our first PIES member
- She reached out to all houses that closed in the last few months. Two people responded and George plans to bring over the membership packet and PIE.
- She spoke to Rose and Pat Gordon about past membership parties. Feedback is that it was more of a membership drive. If we do a drive at the end of the year, we ask people to fill out a proxy at that time in case they can't make the annual meeting.

Communications - Ember Harker

- Traffic camera
 - Should be ready to launch this week
 - Concern was made about location not giving enough view
 - Guerrora Family House, friends with Terry.
- QB sync
- SMS messaging
- Non-PIE Events

Old Business

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New Business

- Resort engagement and ambassador
 - **Action: Ember to follow up with Kim Kitchen to hold a meeting membership and Comm's to discuss ways to engage with the resort**
 - **Action: George to reach out to Nikki Hanke to be resort liaison**
- Standards & guidelines of the 2026 board members
 - Original set distributed in the morning, updated version sent in the afternoon
 - Motion made to adopt these for 2026, passed unanimously
- Voting in New Members

When a vacancy occurs and a new board member is being considered for appointment, the following process should be followed:

 - The prospective board member should attend at least one board meeting with the clear intent of joining the board.

- The candidate should be given an opportunity to briefly explain their interest in serving and the experience or perspective they would bring to the board.
- The board may discuss current board needs and open officer or committee roles and determine whether the candidate has interest in those positions.
- After the candidate has left the meeting, the board should discuss the candidate and then vote in person on whether to appoint them to the board in accordance with the Association's bylaws.
- Motion made to add this text to the "2026 BOARD OPERATING STANDARDS & GOVERNANCE GUIDELINES", Approved Unanimously