

Lely Civic Association, Inc. (Lely Golf Estates) c/o Anchor Associates, Inc.  
2340 Stanford Court, Naples, FL 34112  
(239) 649-6357, office (239) 649-7495, fax

Maya-Ashley Francois, CAM, Anchor Associates Inc. – for Lely Civic Association, Inc.

Date: Tuesday January 16, 2024

Time: 6:00 pm

Place: Kemp Hall at Lely Presbyterian Church, 110 St. Andrews Blvd, Naples, FL 34113

## MEETING MINUTES

**Call for speaker sign-up:** Prior to the start of the meeting members had an opportunity to sign up to speak regarding any item on the agenda. Maximum of three minutes per item.

• **Certification of the Presence of a Quorum & Proof of Notice** – Signs were displayed throughout community more than 3 days prior to date of meeting, and it was placed on website 7 days prior.

EVENT	NAME	POSITION	STATUS
Lely GE Board Meeting October 17, 2023	Lisa McGarity	President Forest Hills	Present
	Charles Schnell	Vice President Pinehurst Estates	Present
	Tillie Mihalovich	Treasurer Unit 1	Absent
	Ellen Clifford	Secretary St Andrews West	Present
	Linda Jorgensen	Forest Hills	Absent
	Joyce Erickson	Forest Hills	Present
	Nancy Wojcik	Saint Andrews East	Present
	Tom Connolly	Saint Andrews East	Present
	Stephanie Earnhart	Pinehurst Estates	Present
	Laura Mann	Pinehurst Estates	Present
	Daniel Denis	St Andrews West	Present
	Todd Schilling	St Andrews West	Present
	Frank Mazza	Unit 1	Absent
	John Clifford	Unit 1	Present

resent

Present: Maya-Ashley Francois, CAM, Anchor Associates Inc. – for Lely Civic Association, Inc.

- Call Meeting to Order: Lisa called the meeting to order 6:01 at pm
- Minutes of Prior Meetings: Chuck made a motion to accept the minutes of the December Board meeting. Tom seconded, all board members present voted in favor with the corrections, motion passed.
- Reports of Officers:

- President's Report – February 20<sup>th</sup> is the date for the annual meeting, in the church sanctuary. We must have 30% of homeowners (in good standing) present or by proxy. Important to have a quorum 464 owners, 140 for a quorum necessary (delinquents excluded) – need to hold the annual meeting to pass the budget. No quorum was at last year's meeting which postponed our budget and invoice mailing which damaged us this year, don't want a repeat. Maya to send a soft copy of the proxy form to all board members before Jan 30. 3 weeks to get proxies. Please make sure residents write in their address in Lely Golf Estates. Discussion about updating the proxy as it's been confusing in the past.
  - MTSU signage - sign damaged by hit & run, driver, will repair this month. Laura spoke with Dan Schumacker to post a no solicitations sign Forest Hill & Augusta, St Andrews West entrance and the St Andrews East entrance. Lisa is meeting with MTSU this Thursday.
- Vice President's Report - None
- Secretary's Report
  - There have been no new residents – leases or buyers since the beginning of December.
  - Meeting dates: The Annual meeting date needs to be held the 3<sup>rd</sup> week in February, Board is considering February 20<sup>th</sup>. Lisa will confirm that the sanctuary is available for that day. We need to emphasize the need for a quorum. All board members are encouraged to get their neighbor to fill in the proxy. Todd questioned if you attend via Zoom does it count toward the quorum. Laura said yes because it would count as in person, but it is hard to make sure that those on Zoom are heard and their votes are counted. That is why we want to encourage members to fill out the proxy even if they are in person. Anchor has the license to conduct a large group via Zoom. John mentioned writing an article about conduct on Zoom and volunteered to write an article for the next newsletter. A resident asked about holding the meeting at Royal Palms Golf Club where she heard we could use it for free. It was explained that it is no longer available for rent.
- Treasurer's Report (year to date performance): Maya gave an operating budget report. 3<sup>rd</sup> notices sent to those members with outstanding annual dues, any delinquents after this notice will be sent to collections. Two members are 2 years in arrears (\$200). There's a total of \$4700 still delinquent.
  - Delinquencies: \$5,500. One homeowner has \$2,000 in fines and \$400 in assessments. Laura explained that he will go to collection for the \$400 but we need to check about the fine assessment because during that time he filed for bankruptcy, and we are not sure if they included that \$2000 as part of his bankruptcy. If he did, we cannot collect. Laura suggested that Meredith include the \$2000 in the collection and let the owner prove he does not owe us that amount.
- Committee Reports
  - ARC – Laura Mann: seeing a lot of roof repairs
  - Nominating – Tillie has only received a few applications for Board members whose terms will expire. 19<sup>th</sup> of January is new date to hand in. Tillie, Tim, Linda, Todd, Laura have submitted their applications for office.
  - Because it was not sent out earlier the Board extended the deadline to January 15, 2024. All forms to be sent to Maya who will also forward to Tillie the committee chair.

- Public Relations – no report
- Publicity – no report
- Violations – Laura Mann: Belinda was sent a note about violations status on Anchor’s portal as they are not consistent with Laura’s record. There was discussion about Laura’s process for noting status. It was agreed that statuses are either open or closed. 169 Doral Circle violation meeting needs to be held but the committee has been unable to meet up to now. Ellen to include Laura’s note to the board in the meeting notes. Todd informed the board that 224 Pine Valley has bears living on the site. This needs to be reported to the Florida Wildlife Commission. Next step is to send a certified letter to the estate and the ‘guardian’ of the property. Discussion about the HOA doing more clean-up and then filing for reimbursement. Laura reiterated that we can’t legally do a clean-up and if we did, the clock would start again for any county intervention. 169 Dora: John asked for an update. A rescheduled hearing has not been set due to the unavailability of committee members.
- Old Business: board met privately to go over management company contract offers and agreed to go with Anchor’s offer as long as they update contract along the lines of 48 hour acknowledgement of emails; portal needs to be updated more frequently and errors in the information addressed.
- New Business
  - John raised his work on the covenant violations process that was sent to the board. Concern is for egregious violations. Please review and ask questions.
  - No budget is available for this board’s meeting. Needs to be agreed by the Board between now and the 26<sup>th</sup> of January. Tillie & President should have had a budget from Anchor before this meeting. Maya to get with Tillie to get a final budget.

Adjournment: Joyce made a motion to adjourn and Chuck second. All Board members present voted in favor. Meeting adjourned at 7:01 pm.