

Lely Civic Association, Inc. (Lely Golf Estates) c/o Anchor Associates, Inc.  
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Maya-Ashley Francois, CAM, Anchor Associates Inc. – for Lely Civic Association, Inc.

Date: Tuesday November 21, 2023

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 via Zoom
	Tillie Mihalovich	Treasurer Unit 1	Present
	Ellen Clifford	Secretary St Andrews West	Present via Zoom
	Linda Jorgensen	Forest Hills	Present
	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 via Zoom
	Todd Schilling	St Andrews West	Absent
	Frank Mazza	Unit 1	Absent
	John Clifford	Unit 1	Present via Zoom

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

- Call Meeting to Order: Lisa called the meeting to order at 6:24 pm
- Minutes of Prior Meetings: Lisa asked for a motion to accept the minutes of the October meeting and minutes, John made the motion, Chuck seconded, all board members present voted in favor, motion passed.
- Reports of Officers

- President's Report –
  - MTSU signage – Amendments have all passes for the relevant sections. Lisa reiterated the cost benefit of turning over the responsibility for the signs to the MTSU. Lisa will engage with Tony Branco at the MTSU for next steps. She suggested residents contact County Commissioner's office to encourage completion of the process.
  - With Sheldon's resignation from the board, there is no representation for Unit 2. All are asked to encourage Unit 2 residents to apply for a board seat.
- Vice President's Report. None
- Secretary's Report
  - New Residents – there was one lease approval this month for 160 Heather Grove Lane.
  - Board Certificate status: there is one outstanding Board Certificate. The only missing certificate is from Todd; Ellen will reach out to Todd to get it signed. Laura reminded the board that Florida State code mandates compliance within 90 days of election and board privileges will be suspended until the certificate is received.
- Treasurer's Report
  - Finance Report – (year to date performance): Tille reported an operating balance of \$61,979.94 with year-to-date income on budget at \$31,546.31. Owner accounts are at \$3,500 in delinquent assessments – a \$3400 improvement since last month. There's an outstanding fines balance of \$2200. The last notice for overdue payments has been sent out, fines will start to accrue now for unpaid fees.
- Committee Reports
  - ARC – Laura Mann: several requests for generators have been received.
  - Nominating – Tillie Mihalovich: Board nominations are open for the 2024 board term. Unit 1 is anticipating an opening; St. Andrews East has a current opening plus Tom's term will be expiring in 2024; Laura's term for Pinehurst is expiring; St Andrews West -Todd's term is expiring and Forest Hill - Linda's term is expiring. Board members whose terms are expiring will need to run again and all are encouraged to nominate neighbors for these positions.
  - Public Relations – Lisa McGarity: storm water treatment is still in the design phase with several issues still under review. The current plan is to break ground in January of 2025. Notices will be sent out when a start date is received. The request to reclaim storm water as part of the solution was rejected.
  - Publicity – the next newsletter should be ready before Christmas, all are asked to contribute information/articles. There has been some vandalism of signs in Unit 1/Doral. Sabrina Sharp has resigned from the committee – we thank her for her efforts and contribution! The committee is looking for a new volunteer to place signs for meetings, please let Ellen or Laura know if you or one of your neighbors is interested.
  - Violations – Laura Mann: recommendations to follow "good neighbor" practices when we see someone not complying – remind about garbage cans, high grass, etc. before making formal complaints. Discussion about the state of 169 Doral Circle – conversations with some county employees resulted in expressed reluctance to fine the owner as he is an elected county official.
- Old Business

- Laura raised the "RESOLUTION TO ESTABLISH A PROCEDURE FOR THE VIOLATION OF THE GOVERNING DOCUMENTS AND TO LEVY FINES FOR VIOLATIONS" introduced at the last board meeting for a vote. The procedure is intended to provide guidelines and is not part of the HOA's bylaws. Stephanie raised the motion to accept the resolution; Joyce seconded, all board members present voted in favor, motion carried.
- Laura raised the "GUIDELINES FOR COLLECTION OF ASSESMENT, OVERDUE ASSESMENT SPECIAL ASSESMENTS AND ANY FINES OR FEES AGAINST A LOT OWNER" introduced at the last board meeting. After discussion, it was agreed that after 90 days a lien for amounts owed at \$300 or more was recommended. Nancy raised the motion; Stephanie seconded, all board members present voted in favor, motion carried.
- New Business
  - Ellen raised the issue about stolen signs in Unit 1. Within 20 hours of them being out up, all were either stolen or vandalized. There was discussion on ways for the community to engage in vigilance and messaging. John took the action to work with the neighbors to address.
- New Business – Resident speakers: none

Adjournment at 7:08 PM with Laura moving to adjourn, Stephanie seconded, all board members present in favor, motion passed.