

Lely Civic Association Board Meeting Minutes
Date: Tuesday, November 19, 2024
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** – Quorum was achieved. Signs were displayed throughout the community more than 3 days prior to the meeting, and it was placed on the website 48 hours prior to the meeting.

Name	Position	Status
Laura Mann	President Pinehurst Estates	Present
Charles Schnell	Vice President Pinehurst Estates	Present
John Clifford	Treasurer Unit 1	Present
Ellen Clifford	Secretary St Andrews West	Present
Linda Jorgensen	Forest Hills	Present
Joyce Erickson	Forest Hills	
Lisa McGarity	Forest Hills	Present
Nancy Wojcik	Saint Andrews East	Present
Tom Connolly	Saint Andrews East	Present
Daniel Denis	Saint Andrews West	Absent
Todd Schilling	Saint Andrews West	Absent
Carolyn Messere	Unit 1	Present
Tillie Mihalovich	Unit 1	Present
Thomas Smith	Unit 2	Absent
Maya-Ashley Francois	Cam, Anchor Associates	Present

Call Meeting to Order: Laura called the meeting to order at 6:01 PM

• **Minutes of Prior Meetings:** Misspelling pointed out, Tom Connolly made the motion to approve the October 15, 2024 Board Meeting minutes with the correction, Laura seconded. All board members present voted in favor; motion carried.

• **Reports of Officers:**

President Report:

- Hibiscus Pump status/updates: letter to Hibiscus owner Laura is awaiting affidavits from Joyce and Randy from Bay Electric. This will be necessary to support the Board as Laura approaches the owners (Nassif Golf Ventures LLC) of Hibiscus for reimbursement. If Hibiscus refuses to

pay, we will need to turn the matter over to our lawyer to pursue. If we don't get the 2 affidavits, we will move forward with the current documents.

- MSTU Sign transfer status: Laura spoke to Dan on Nov 13th, he plans on submitting to the board for the first of 3 process steps on December 10; finalization of process requires placing it on the agenda for the board of county commissioners meeting, Jan 14, 2025. Laura asked for board members to attend the meeting to represent our HOA – Lisa committed to championing our request at the meeting.
- State of Annual Meeting preparation: There are several problems/challenges with our community's addresses as captured in Anchor's system. Laura and Ellen have been working to get to the data and discussed several typical errors – many owners have said they didn't get their annual meeting packages, and the errors play a significant role in that. Laura has worked to create address lists by section and has sent them to the board for use in canvassing the community to ensure we have the correct addresses before incurring the large costs of sending the annual meeting package out. All board members are expected to work in their communities to confirm the correct addresses before the annual meeting notices are sent out.

Vice President's Report: None

Secretary's Report:

- Reminder to all members about the board section on the Portal – that's where the resident contact information as well as other information is available. A message will appear on the Ourlely.com website for the annual meeting and election for 2025 board starting December 1 with the suggestion that they reach out to their board reps with questions or to deliver their proxies by hand to their unit board rep. Please all this is the most important thing that we can do in the next 3 months! We have to get quorum this year; we have reserved the sanctuary for the meeting on February 18, 2025.
- Annual Meeting/election: The meeting date is February 18, 2025 – all board members should have copies of the proxies and should commit to collecting proxies. All Board members have committed to canvass their neighborhoods starting in December and to get proxies before we formally mail them in January
- **New Residents/ Leases:** sales_ 142 Pinehurst Circle Riley Fellows and Penny Nichols, 149 St Andrews Blvd; leases_ 361 Valley Stream.

Treasury report:

- Treasurer's Report for October 2024
- **Current Balances and Monthly Changes**

Month	Checking	Savings	Total	\$ Change	\$ Change2	\$ Cumulative Change	% Cumulative Change
Feb-24	\$ 64,703.22	\$ 10,695.66	\$ 75,398.88	--	--	--	--
Mar-24	\$ 69,151.01	\$ 10,700.19	\$ 79,851.20	\$ 4,452.32	5.6%	\$ 4,452.32	5.9%
Apr-24	\$ 68,571.82	\$ 10,704.57	\$ 79,276.39	\$ (574.81)	-0.7%	\$ 3,877.51	5.1%
May-24	\$ 69,834.58	\$ 10,709.10	\$ 80,543.68	\$ 1,267.29	1.6%	\$ 5,144.80	6.8%
Jun-24	\$ 68,505.37	\$ 10,713.48	\$ 79,218.85	\$ (1,324.83)	-1.7%	\$ 3,819.97	5.1%
Jul-24	\$ 67,599.08	\$ 10,718.01	\$ 78,317.09	\$ (901.76)	-1.2%	\$ 2,918.21	3.9%
Aug-24	\$ 50,054.75	\$ 10,722.54	\$ 60,777.29	\$ (17,539.80)	-28.9%	\$ (14,621.59)	-19.4%
Sep-24	\$ 48,137.67	\$ 10,726.61	\$ 58,864.28	\$ (1,913.01)	-3.2%	\$ (16,534.60)	-21.9%
Oct-24	\$ 53,393.89	\$ 10,741.27	\$ 64,135.16	\$ 5,270.88	8.2%	\$ (11,263.72)	-14.9%

- Received draft budget from Anchor; the insurance quote is 14% more this year. John iterated that there are several items that will need to be adjusted as costs are expected to be higher next year; rental of the church for meeting facilities will also go up.
- The LCA remains financially sound. Although prepaid dues for next year are starting to trickle in, we still have outstanding dues/assessments totaling \$5,495, and outstanding fees totaling \$2,100. 12-15% of our budget remains outstanding. John reminded the board that any time a total owed is over \$200, the bill goes to the lawyer for collection at the expense of the debt owner.
- The HOA is operating under budget so far for the year, but office expenses are high, and John will reach out to Anchor to understand the increase.
- As per the Board's concurrence, we have moved \$20,000 from our operating account to a 4-month CD at 4.06% APR. Our contingency account, now earning 2.75% APR since early October, is also generating additional passive income. Between the CD and our higher interest rate on our contingency funds, the accounts are expected to generate around \$80 per month on interest, up from just \$5 per month.
- The 2025/26 budget needs to be finalized for the December meeting.

Committee Reports

- ARC – Lisa McGarity: nothing out of the ordinary.
- Nominating – status on board members renewals (We have received Lisa, Nancy, Ellen, John), remaining expiring members: Joyce, Daniel, Chuck, Carolyn. All candidates must get their forms in by January 1. Once the January 1 deadline has passed, any remaining vacant seats can't be filled until after the Annual meeting.
- Public Relations – none.
- Publicity – Ellen Clifford: Fall edition of the newsletter should be finalized next week and will include a call to apply for the board positions. Ellen is looking for suggestions on articles or information to fill out this edition. Lisa suggested an update of the Lely stormwater project -PUR. Project renovation delayed till 2026 due to damage from hurricanes
- Violations – Maya-Ashley/Laura - Update on issue with a pagoda built on 102 Doral Circle also an illegal shed. The owners have been notified, and they have contacted an attorney. County code and Unit 1 documents sent to owner's attorney – county code director/Jason has been notified and initiated code enforcement on illegal structures. 169 Doral Circle reported for continued violations. 224 Pine Valley Circle still has violations and it's under foreclosure.
- **Unfinished Business:** None
- **New Business:** Laura discussed a new Federal law -the CTA (Corporate Transparency Act). It was put in effect to prevent money laundering and other illegal activities by requiring certain entities' information from corporations and HOAs. This new law went into effect January 1, 2024, which requires qualified corporations and HOAs to file a BOI (Beneficial Ownership Information) to FinCEN (Financial Crimes Enforcement Network) which is part of the U.S. Department of Treasury. We will have to file each time there is a change in board membership. Filing is free and Anchor will file on our behalf. All Board members will have to provide certain information and their government ID. The President and Secretary will need to make sure that any changes are filed within 30 days. The Federal Government has extended the deadline to initiate this activity until June of 2025 so the board will address this after the election of the 2025 board.

Adjournment: Motion to adjourn was made Lisa and 2nded by Linda, meeting adjourned at 6:54 pm.