

**Lely Civic Association Board Meeting Minutes**  
**Date: Tuesday, December 17, 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	Absent
Joyce Erickson	Forest Hills	Present
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	Present
Maya-Ashley Francois	Cam, Anchor Associates	Absent

**Call Meeting to Order:** Laura called the meeting to order at 6:06 PM

• **Minutes of Prior Meetings:** Ellen asked for acceptance of the November 19 meeting minutes as documented. John moved to accept, Tom Connolly seconded. All board members present voted in favor; motion carried.

• **Reports of Officers:**

**President Report:**

- Flodd Pump: Laura thanked Maya and Lisa for their support in documenting the history of interactions with Bay Electric and the management of the Hibiscus Club. A letter was sent via US Postal Service to the owner of the Club to request reimbursement for all expenses incurred in

repairing the damage caused by course renovations. Lely Country Club president Mark Batchelor was also copied on the letter. The letter requested acknowledgement and payment within 10 days of receipt. After discussion, Laura took the action to resend the letter via certified mail to ensure receipt by the parties. A copy of the letter will be included in these minutes. John shared that he obtained an agreement from Lely CC to pay half the bills going forward.

- MSTU – transfer of signs: Laura acknowledged Lisa’s efforts over the last couple of years to get this started. Laura has been working with Dan Schumacher on the final items and the agreement is now ready to be signed. They are aware of the missing signs and will replace them once they take ownership. There is an expectation that they will take care of the cart crossing signs as well. Laura will sign the transfer/bill of sale at the meeting on Dec 19. Lisa made the motion to approve the sale, John seconded, Motion passed. John and Lisa to attend the MSTU meeting in January 14<sup>th</sup>.
- Annual meeting – Laura and Ellen met with Brad at Anchor to review the documents required for the annual meeting notices. The proxy language has been updated for clarification and ballots prepared (ballots are only used if there are contested board seats).
- 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 :**

- Ellen reminded 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. She stated that this is the most important thing that we can do in the next 3 month is working to make sure we get sufficient proxies to get quorum this year; we have reserved the sanctuary for the meeting on February 18, 2025.
- **New Residents/ Leases:** none

**Treasury report:**

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

Month	Checking	Savings	CDs	Total	\$ Change	\$ Change2	\$ Cumul Change	% Cumul 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%
Nov-24	\$ 31,393.32	\$ 10,765.50	\$ 20,000.00	\$ 62,158.82	\$ (1,976.34)	-3.2%	\$ (13,240.06)	-17.6%

- Although we had a delinquent homeowner pay their dues, we still have outstanding dues/assessments totaling \$5,095, and outstanding fees totaling \$2,100. You'll notice the recent inclusion of a column for our funds invested in CDs. Note also that we've made more money in interest in the last two months in our contingency saving account that we made in the eight months prior before working to get a higher interest rate. The net result of better investments will be a 2.5% increase in annual income in the future.
- We are owed \$5,095 in dues and an additional \$2,100 in unpaid fines as of November 30 across 39 members (a decrease from 40 members, \$5,195 in delinquent dues, and \$2,100 in delinquent fines from last month) totaling \$6,195 and representing about 13% of our annual budget. We have around 8% of our members delinquent with their dues, with 5 members remaining in arrears for 2 or more years (down 1 from last month) and thus 34 members (7.5%) who are delinquent for 2024 dues only. Anchor has sent all 5 past due accounts to collections after sending each account a 30-day demand letter as required by law.
- We operate a very tight budget, John proposed that we add \$50 to fees for rentals and sales. Tom made the motion, Lisa seconded. Motion passed with Laura and Chuck voting against. The resolution is as follows:
  - RESOLVED that Lely Civic Association will add \$50 to the current Sales/Purchase Application fee and current Lease Application fee collected by Anchor, to take effect on January 1, 2025; the additional \$50 to be deposited into Lely Civic Association's Operating Account by Anchor upon receipt of these fees.
- Board voted on accepting the budget with John's budget changes (buying/leasing fees, meeting space fees) Lisa raised, Joyce seconded, motion carried with one no vote from Chuck.

### Committee Reports

- ARC – Lisa McGarity: nothing out of the ordinary.
- Nominating – status on board members renewals (We have received Lisa, Nancy, Ellen, John), Chuck said his was sent to Anchor; remaining expiring members: Joyce, Daniel . 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 –MSTU: upcoming meeting, hoping to get the bill of sale for the signs for approval. Lisa McGarity has joined the board of the MSTU and will represent our community.
- Publicity – Ellen Clifford: newsletter for winter will be published after the annual meeting.
- Violations – Maya-Ashley/Laura – 102 Doral pergola, sent a final letter. It was proposed to move to a fine (\$100 per day) to the violation committee hearing. Carolyn raised the motion, John seconded, motion carried. Laura will set up the hearing. 384 Forest Hills car no tags – Lisa will send to Belinda. 169 Doral – was there a 2<sup>nd</sup> letter sent ? Laura to check.
- **Unfinished Business:** Doral Circle buffer fence update – research proved no HOA responsibility for maintaining fences on private lands. In 2009, the MSTU proposed to set a fence on county owned land behind the houses in the right of way and proceeded to take down the fences. In the process, the County determined that it wasn't legal for them to put up fences private property. The HOA Board at the time agreed to fund the replacement of the fences to meet MSTU standards BUT NOT TO TAKE OVER RESPONSIBILITY. Homeowners have been formally notified.
- **New Business:** None

**Adjournment: Motion to adjourn was made Lisa and 2nded by Carolyn, meeting adjourned at 7:02 pm**