

**Lely Civic Association Board Meeting Minutes**  
**Date: Tuesday, October 15, 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	Absent
Lisa McGarity	Forest Hills	Present
Nancy Wojcik	Saint Andrews East	Present
Tom Connolly	Saint Andrews East	Absent
Daniel Denis	Saint Andrews West	Present
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	Present

**Call Meeting to Order:** Laura called the meeting to order at 6:08 PM

• **Minutes of Prior Meetings:** Chuck Schell moved and Tom Smith seconded to waive the reading of the prior meeting minutes and approve the minutes of the September 17, 2024 Board Meeting. All board members present voted in favor; motion carried.

• **Reports of Officers:**

**President Report:**

- Hibiscus Pump status/updates: it’s working. John has the breakdown from Bay Electric and Laura will send a letter to the owners of Hibiscus to request payment.
- MSTU Road sign adoption status: Collier County Attorney was contacted, stated no record of any activity since February 7, 2023 - he noted it’s been reviewed but there’s been no initiation of the transfer. The Attorney’s office stated they will reach out to Dan at County. Laura contacted Dan

who said he's waiting on documents – including costs of signs repaired since they've been in place. Laura determined that the only thing we need to send in is the history of costs for the signs. Laura has sent Dan all the documents he requested plus other supporting documents. Laura will contact Dan on Friday to ascertain that he has all the documents the MTSU needs to complete the transfer. Laura will escalate to the County Attorney if Dan has not completed the transfer.

**Vice President's Report:** None

**Secretary's Report:**

- Schedule for 2025 Annual Meeting Prep: Maya is responsible for collecting and logging the proxies when they are returned to Anchor. The proxy has been finalized and will be ready for Dec 1st. Proxies will be sent to all members – Ellen will work closely with Maya to monitor returns and will update all board members throughout December & January. Our aim is to have all proxies returned by 1/27 (2 weeks to collect for a quorum). Message to appear on the Ourlely.com website for the annual meeting and election for 2025 board starting December 1. with a PDF to download and a suggestion that they reach out to their board reps with questions or to deliver their proxies by hand to their unit board rep.
- We have to get quorum this year first time (3 meetings with no plan to gather proxies last year resulted in no quorum which cost the HOA @ \$6k (Feb 2023, September 2023, Feb 2024)). The Exec Committee of the board is committed to not letting that happen again.
- Annual Meeting/election: The meeting date is February 18, 2025 – notices will start on December 1st with proxies linked from 1st page of website and all board members should have copies of the proxies and should commit to collecting proxies after Dec 1. All Board members committed to canvass their neighborhoods starting in December and to get proxies before we formally mail them on 1/13.
- **New Residents/ Leases:** 112 Big Springs- renewal 10/24-9/25 Don Cosseboom & Valentina Kroshilina; 361 Valley Stream Circle - Stanley Bronson 10/14/24-10/14/25; 223 Forest Hills - Benjamin Siegel & George Knesset 10/15/24-4/30/25; 108 Willow Creek- Hailey & Anthony Gonzalez 9/16/24-9/15/25; 123 Doral - Nancy Finn 10/24-9/25.

**Treasury report:**

- Treasurer's Report for October 2024 is in draft form because the October financials received from Anchor are in draft form. John was told that Anchor needs to 'balance the books' to eliminate a \$4800+ discrepancy/imbalance. That should not affect the main conclusions that are based on bank balances.
- The HOA are not legally able to send delinquent accounts to collections unless they owe more than \$200.
- Lely Presbyterian is raising rates for usage of our facilities; John was able to negotiate a delay in implementing the raise until after the new year.
- John spoke with a representative from Bay Electric who stated that the golf course renovation caused major breakages in the wiring that support the pump. Laura and other board members stated there was a detailed walk-through of the site of the all the wiring with representatives of Bay Electric, Hibiscus Country Club and the HOA that clearly marked the sites of the infrastructure with cautions to avoid during construction. Laura requested that those Board members and Maya send her an email with the date of that walk-through and their recollection of who was there and what was relayed re areas to be marked for protection during the renovation.

This will be necessary to support the Board as Laura approaches the owners (Nasiff 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. There was a discussion about the expenses incurred by the pump with John expressing concerns that another breakage could wipe out our funds. Laura added that the County has stated the flood pump cannot be repaired/replaced; if there is another serious breakage, the system will have to be replaced with a weir system – it's unclear if the HOA would be responsible for any or all that cost.

- The board discussed the impact of such an expense, including ways to generate revenue.
- Although we are nominally on track budget-wise and have some good news concerning recovering half of the pump repair expenditure, John requested that each Board member carefully read the 'Potential Areas of Concern' and 'Conclusion' sections of the report.
- Laura requested that John formally work with Maya/Anchor to build the HOA's 2025 budget for review at the November meeting.

### **Committee Reports**

- ARC – Lisa McGarity: nothing new to report. Laura noted that for drainage or utility easement leeway in a backyard, the HOA has no responsibility for any expense incurred if a fence needs to be replaced due to work on the easement; it is the responsibility of the homeowners. Lisa took action to work with Maya to include a notice to this effect for future ARC requests.
- Nominating – board members whose terms expire need to send their application paperwork to Tillie.
- Public Relations – MSTU was discussed earlier in the meeting; some residents had some overflow from canals from the last hurricanes but no house flooding.
- Publicity – Ellen Clifford: newsletter articles for the Fall edition will include a call to action on proxy signatures, on paying dues and what the money pays for, and a reminder to cast votes for board members. It will also include an update on pump status, an update on street signs status and an article on our 2025 budget. Ellen reiterated that it's very important for all residents to sign and submit a proxy – the proxy will have a vote for budget excess and to count for attendance for quorum. Lisa has delivered another advertiser to Maya, Maya will make sure Ellen has it for the next newsletter.
- Violations – Maya-Ashley/Laura -updates on Violations – political flag up in Forest Hills again, will pursue. Maya said most people are very compliant. Maya relayed an issue with a pagoda built on 103 Doral Circle – it's not allowed by county code or documents; they also have an illegal shed. The owners have been notified and they have contacted an attorney.
- **Unfinished Business** – Lisa raised an issue about St Andrews speed bump, suggesting there might be an opportunity to try again to get the speed bump when the county is digging up the road in the spring.
- **New Business: none.**

**Adjournment: Motion to adjourn was made by Lisa, 2nded by Nancy, meeting adjourned at 7:01 pm**