

Lely Civic Association Board Meeting Minutes

Date: August 19, 2025

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. There's a maximum of three minutes per item raised.

Certification of the Presence of a Quorum & Proof of Notice – Board 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. Roll call showed a quorum.

Name	Position	Status
Laura Mann	President Pinehurst Estates	Present
Charles Schnell	Vice President Pinehurst Estates	Present via Zoom
John Clifford	Treasurer Unit I	Present via Zoom
Ellen Clifford	Secretary St Andrews West	Present via Zoom
Galina Ivanov	St Andrews West	Present via Zoom
Linda Jorgensen	Forest Hills	Present
Lisa McGarity	Forest Hills	Present
Joyce Erickson	Forest Hills	Absent
Nancy Wojcik	Saint Andrews East	Present
Carolyn Messere	Unit 1	Present
Tillie Mihalovich	Unit 1	Present
Thomas Smith	Unit 2	Present
Carolyn Roth	Unit 2	Present
Maya-Ashley Francois	CAM, Anchor Associates	Present

Call Meeting to Order: Laura called the meeting to order at 6:00 PM

- **Minutes of Prior Meetings:** Ellen raised the April 15th closed meeting minutes, the minutes of the June 16th board meeting minutes and the July closed meeting minutes for approval. Board agreed to vote on them separately. April 15th closed meeting minutes were raised for vote with the majority of the board voting not to accept the minutes. Ellen asked those who rejected the minutes to give specific feedback by September 2nd, so revised minutes can be approved at the September meeting. June 16th meeting minutes were approved with correction with Lisa raising the motion and Laura seconding; all voted in favor. The July 15th closed meeting minutes were approved with correction with John raising the motion and Laura seconding; all voted in favor.

- **Reports of Officers:** Laura requested that we move directly to new business to ensure that it's addressed within the meeting this evening. John moved, Laura seconded; all voted in favor.

Unfinished Business:

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New Business:

- Laura read a letter, prepared by legal counsel, to be sent to the membership. The letter stated that a homeowner in Forest Hills section has recently questioned process by which the amended and restated declaration of Covenants for Forest Hill section was adopted in 2022 along with the validity of those covenants. In order to address the issues, the board has decided, with legal guidance, to resubmit the amendment and restated declaration of Covenants for the Forest Hill section, as well as Unit II and St. Andrews East to prevent similar claims in these sections. During the board's review of the documents for this vote, the board also took the opportunity to address concerns for the 2022 versions, such as the restrictions on transfers, and to update the docs to reflect recent changes in the Florida law, including those concerning vehicle restrictions.
- Laura asked the affected board members for feedback on their unit changes.
 - Lisa brought up requirements for Forest Hills. Changes to language regarding screening of garbage cans and A/C units need to be clarified by legal counsel.
 - Fencing issues were discussed for Unit II and St. Andrews East with clarification going to the lawyers.
 - Realtors are asking to use professional "For Rent" signs. Board agreed to place change in covenants to allow For Rent signs as well.
 - All 3 units confirmed that with these changes they are ready to move forward with the changes and the vote.
- Pat McCabe raised an issue with holding votes in the 'off season' and suggested not raising change until her unit had the time to look through the proposed changes.
- John voiced his concerns about the Unit I covenant changes: 1) short notice of proposal to changes with no involvement of the unit's board members; 2) we currently have 2 different voting majority requirements – a requirement for voting at a members' meeting in person or by proxy and a different requirement for voting solely by proxy, without a meeting. The issue is that an in-person vote of 16% (51% of 30%) of the Unit's total voting interest present can make a covenant change and if only a small percentage of a Unit's membership are in person, then theoretically, that small percentage can make significant changes. Voting by proxy, without holding an actual meeting, requires 51% of unit owners to make a change.
- Laura pointed out that State laws mandate no less than 30% of a unit is required for voting for changes to that unit's covenants. John responded that talking to his residents, they have not been happy with it historically because it seems that things get passed with a very small number of residents voting for them. 30% is the minimum but we can make it higher to avoid a tiny percentage of a unit's members making significant changes to a unit's covenants in a members meeting. John said he'd like to hear what his residents say and get their input on this issue.
- Astrid DeGrazia asked to be recognized. She stated she had delivered a letter to the board addressing her concerns around issues with 2022 Forest Hills covenant change, earlier this year. A spirited discussion ensued between Ms. DeGrazia and several board members. Ms. DeGrazia left the meeting shortly after this discussion.
- Chuck relayed his experience with getting votes to change the Pinehurst covenants by getting 51% of the owners to agree without a meeting. He said it was a very positive experience talking to his neighbors and getting their feedback and votes.
- John agreed with Chuck's approach, saying it's important to get peoples' buy-in, our owners are upset because they don't feel their voices are heard because these things were done quickly and maybe didn't have a full chance to consult. He wants the time to get feedback from his residents.
- Goal is to get the notice out by the end of August to meet the deadline of September 1st as requested in the complainant's letter to the board; 14 days before the meeting is the law, but we want to give all our residents plenty of time to review the changes.

- John stated that he had asked a question of Meredith in the April closed meeting about voting processes and quorum requirements and had not received an answer. Laura requested that John send the question to her and she would follow up with the lawyer.
- Unit 1 and St Andrews West representatives said they didn't want to send changes to their covenants at this time.
- Pinehurst is agreeing to go forward with the changes
- President Report:
 - Presidents report: Lumen is laying their fiber optics for higher speed so the community will have another option to use for service. They're starting in Pinehurst and they will post notices on doors. There were four purchases and 3 leases across the community in the last month.
- Vice President's Report: None
- Secretary's Report: None
- Treasury report:
 - John stated concerns about legal expenses thus far but otherwise the HOA is in good standing. He will send his report to the secretary.

Committee Reports:

- **ARC:** Lisa McGarity: a lot of windows being replaced and one application from 103 Doral for renovations; need permits and roofing descriptions.
- **Nominating:** Tillie Mihalovich: there is an application for Jamie Tennison of St Andrews West to join the board, filling the position left open by Todd Schilling. Jamie's from Chicago, moved here 4 years ago. Laura made the motion, Tillie 2nd to accept Jamie as a board member for St. Andrews West; all voted in favor and Jamie was welcomed to the board. There's one opening in Pinehurst, Unit II and two in St Andrews East for board members.
- **Public Relations:** Laura Mann: MSTU meeting this Thursday. October 1st starts the new fiscal year, sign replacement is in the budget, and they are not increasing the taxes this year.
- **Public Safety:** John Clifford: the majority of signatures have been collected supporting the speed tables, expect to get the rest of the signatures within the next month. John will confirm the signatures are valid despite the length of time before work starts.
- **Publicity:** Laura Mann: please send any articles for the newsletter to Laura by the end of August.
- **Violations:** Maya-Ashley/Laura: Maya-Ashley reported. 102 Doral - received letter from the owners' lawyers, the owner is agreeing to fix the violations. 224 Pine Valley - a lender has purchased the property and they will receive the violation letters and a bill for four years of outstanding dues. Laura reminded all not to try to clean up the property – stay away from the property. 384 Forest Hills – 2 letters have been sent to the owner. In the June 16 meeting minutes recommended \$100 a day fine to this owner. The covenants don't allow the owners' request to cover the ATV with a hedge. Motion made by Lisa to send to the violation meeting, Ellen seconded, Laura voted no, all rest voted yes; motion carried.

Adjournment: Motion to adjourn was made by Lisa, meeting adjourned at 7:36 pm

MOTIONS:

VOTE LOG August 16 Lely Civic Association Board Meeting:

Motion 1	Name	Vote
To accept the April 15, 2025 closed meeting minutes	Laura Mann	No
.	Charles Schnell	No
	John Clifford	Yes
	Ellen Clifford	Yes
	Galina Ivanov	Yes
	Linda Jorgensen	No
	Lisa McGarity	No
	Joyce Erickson	No
	Nancy Wojcik	No
	Carolyn Messere	Yes
	Tillie Mihalovich	No
	Thomas Smith	No
	Carolyn Roth	Yes

Motion 2	Name	Vote
To accept the June 16, 2025 Board meeting minutes w/changes	Laura Mann	Yes
.	Charles Schnell	Yes
	John Clifford	Yes
	Ellen Clifford	Yes
	Galina Ivanov	Yes
	Linda Jorgensen	Yes
	Lisa McGarity	Yes
	Joyce Erickson	Yes
	Nancy Wojcik	Yes
	Carolyn Messere	Yes
	Tillie Mihalovich	Yes
	Thomas Smith	Yes
	Carolyn Roth	Yes

Motion 3	Name	Vote
To accept the July 15, 2025 closed meeting minutes w/changes	Laura Mann	Yes
	Charles Schnell	Yes
	John Clifford	Yes
	Ellen Clifford	Yes

	Galina Ivanov	Yes
	Linda Jorgensen	Yes
	Lisa McGarity	Yes
	Joyce Erickson	Yes
	Nancy Wojcik	Yes
	Carolyn Messere	Yes
	Tillie Mihalovich	Yes
	Thomas Smith	Yes
	Carolyn Roth	Yes

Motion 4	Name	Vote
To address the new business/HOA documents before the Officers reports in the agenda	Laura Mann	Yes
.	Charles Schnell	Yes
	John Clifford	Yes
	Ellen Clifford	Yes
	Galina Ivanov	Yes
	Linda Jorgensen	Yes
	Lisa McGarity	Yes
	Joyce Erickson	Yes
	Nancy Wojcik	Yes
	Carolyn Messere	Yes
	Tillie Mihalovich	Yes
	Thomas Smith	Yes
	Carolyn Roth	Yes

Motion 5	Name	Vote
To appoint Jamie Tennison to fill the St Andrews West board seat vacated by Todd Schilling	Laura Mann	Yes
	Charles Schnell	Yes
	John Clifford	Yes
	Ellen Clifford	Yes
	Galina Ivanov	Yes
	Linda Jorgensen	Yes
	Lisa McGarity	Yes
	Joyce Erickson	Yes
	Nancy Wojcik	Yes
	Carolyn Messere	Yes
	Tillie Mihalovich	Yes

	Thomas Smith	Yes
	Carolyn Roth	Yes

Motion 6	Name	Vote
To vote to send the board recommended \$100 fine for 384 Forest Hills to the violation committee	Laura Mann	No
	Charles Schnell	Yes
	John Clifford	Yes
	Ellen Clifford	Yes
	Galina Ivanov	Yes
	Linda Jorgensen	Yes
	Lisa McGarity	Yes
	Joyce Erickson	Yes
	Nancy Wojcik	Yes
	Carolyn Messere	Yes
	Tillie Mihalovich	Yes
	Thomas Smith	Yes
	Carolyn Roth	Yes
	Jamie Tennison	Yes