

Lely Country Club Property Owners Association, Inc.

Board Meeting Minutes

April 8, 2025

1. Call to Order & Establish Quorum:

Paul Labonte called the meeting to order at 6.00 p.m. at Royal Palm Golf Club 405 Forest Hills Blvd, Naples, FL 34113

2. Proof of Notice:

Due notice was given, and a quorum was met with the following attendees:

- Will Rudman
- Sharon Sutton
- Paul Labonte
- Richard Saunders
- David Tate
- Bart Andersen
- Jerry Golf
- Victor Faszczuk
- Dana Finnegan
- Karen Poufcas

Zoom

Also Present:

- Philippe Gabart of Resort Management.
- 4 - unit owners in person.

3. Approval of Previous Meeting Minutes:

Paul Labonte asks for comments on the minutes and any changes.

Dave Tate moved to approve March 11, 2025, minutes. The motion was seconded by Sharon Sutton and passed unanimously.

4. President Report.

a. President message:

Paul Labonte provided an update regarding a closed session meeting held on **March 21, 2025**, to address a **threatened litigation**. He reported that the matter has been **resolved**, and the **threat of litigation has been dismissed**. Paul requested approval to formally accept the resolution update, which was **unanimously approved** by the board. Additionally, Paul introduced a **revised Board Member Code of Conduct** and invited

feedback from board members. He requested that the updated code be reviewed and brought forward for **approval at the next scheduled meeting**.

Message read to the Board and audience:

“In an effort to maintain transparency and keep our community informed, I would like to provide an update regarding the closed session meeting held on March 21, 2025. This meeting included our

Association Attorney, Cheryl Hastings and several members of the Board of Directors. The purpose of the closed session was to discuss a legal matter concerning a threatened litigation against our Association. At the time, the issue required confidentiality and legal consultation, which is in accordance with our governing documents and applicable law. I am pleased to report that the matter has since been resolved. The threat of litigation has officially been dismissed and is no longer considered a concern for the Association. We appreciate your understanding of the need for discretion during the legal review process and thank you for your continued support as we work to act in the best interest of our community.”

Sharon Sutton moved to approve the president resolution. The motion was seconded by Dave Tate and passed unanimously.

5. Treasurer’s Report:

a. January and February financials:

Richard reported strong cash flow at the beginning of the year, attributed to billing completed in December. There was a discussion about opening a business savings account to earn approximately 4% interest on reserve funds. Richard noted an increase in receivables, primarily due to a miscommunication with the retirement home regarding billing. He also informed the board that the county was responsible for damage to four monuments, and the association was exploring ways to enhance the appearance of the community entrances.

It was observed that a number of members had not yet paid their 2025 dues. Some of these delays were attributed to issues with the payment software. A request was made to provide copies of the financial statements for further review. The process for handling delinquent accounts was outlined. Initial reminder letters were sent in November, and in cases where payment remains outstanding, a **45-day notice** is issued prior to placing a lien on the property. In response to a question regarding the scope of the issue, it was confirmed that approximately **25 homes** currently have outstanding dues. The Board requested that the manager send delinquency notices to **both the primary and alternate addresses** on file for each affected property.

b. New CD investments:

Richard discussed Certificates of Deposit (CDs) offering a 4.2% interest rate and noted that a \$25,000 CD matured in February.

6. Old Business:

a. Villa Roofs – New Proposal – ARC.:

It was suggested that the guidelines be approved and formally documented in the meeting minutes. Concerns were raised regarding whether a vote of membership would be required to amend the covenants. A proposal was made to establish and clearly document guidelines for external alterations to ensure consistency and clarity for future reference. It was noted that similar guidelines had been approved in April 2022; however, further clarification was deemed necessary to avoid confusion. The board discussed the limitations of the hearing committee and emphasized the importance of providing proper notification to homeowners regarding violations or non-compliance. The need for timely communication and thorough board review in cases where guidelines are not followed was strongly emphasized. A question was raised about the process for re-roofing within sub-associations and whether board approval is required in those instances. It was also suggested that the board take responsibility for interpreting and maintaining documented guidelines related to external alterations to ensure consistent enforcement across the community.

Dave Tate made a motion for the Board to interpret and uphold the documented guidelines referenced in the March 11, 2025 minutes. The motion was seconded by Bart Andersen and approved unanimously.

b. Monument Repairs and Ideas:

It provided an update on the monument repairs, noting that the construction period had been extended by one month, now ending in May. The repair involved two categories: masonry and lettering, with quotes still being collected. An electrician met to discuss repairs on the island that controls lights and irrigation for St. Andrews. The importance of waiting until construction was complete before making repairs was emphasized. It discussed the financial reserves available for monument repairs, with \$30,000 allocated for each street. The current financial status was \$15,000 per street, with potential additional funds from the county. The need to consider financial constraints when pursuing repair options was highlighted. It mentioned seeking input on modernizing the signs, including color and detail updates. It expressed concern about the slow progress and the need for immediate action to ensure uniformity across all monuments.

The importance of having designs ready for the next meeting was stressed. It clarified that the current focus was on restoring the monuments to their original state. It suggested discussing plans with the contractor to ensure timely and consistent designs. It proposed consolidating the two monuments at Augusta and Rattlesnake into one monument in the median strip. The potential cost savings and improved visibility of the consolidated monument were discussed. It noted the high cost of building new monuments and the need to keep costs consistent. The idea of soliciting input on the consolidation plan through the newsletter was suggested.

c. Update of Compliance:

Dave provided an overview of recent compliance hearings, highlighting both fines that had been approved and those that were postponed. The Board approved four fines, with some being waived in recognition of timely repairs made by the residents. The discussion included the need for a reliable method to allow residents to attend hearings remotely. A recommendation was made to approve **\$200** for a conference call service to support this effort. The Board also emphasized the importance of providing proper and timely notice for all hearings. Additionally, it was suggested that the Association consider using the **public library**, which charges **\$75 per hour**, as a more cost-effective alternative to the **church facility**, currently billed at **\$175 per session**.

Dave requested an allowance of \$200.00 for a cellphone to be used for conference calls during the fining hearings.

Dave Tate moved to approve a \$200.00 allowance for a cellphone. The motion was seconded by Karen Poufcas and passed unanimously.

d. Christmas Decorations and Contract Issues:

Concerns were raised regarding the quality and timeliness of last year's Christmas decorations. The Board discussed ongoing issues with the current contractor, **Trimmings Three Miles**, and emphasized the need to address these matters directly. It was suggested that efforts be made to negotiate with the contractor to seek a resolution. Additionally, the possibility of switching to **Paradise Light** was considered as an option for improved service. **Victor and Sharon** will follow up and report back on the matter.

7. New Business:

a. Board Training:

It was confirmed that each board member needed four hours of training per year, with several members already having completed their training. The need to ensure all board members had the required training was emphasized.

b. Newsletter:

It discussed the inclusion of various updates in the neighborhood newsletter, including the President's message, Treasurer's Report, and VPS update. It mentioned the focus on landscaping and the inclusion of a neighborhood update for both the broader area and specifically for Lately Country Club. It suggested reaching out to Glenn Church, the neighborhood watch team captain, for updates on a speed sign project. It planned

to include fun elements like recipes and mind games in the newsletter, along with non-recurring updates on villa duplex guidelines, monument updates, and Christmas lights. It emphasized the importance of making the newsletter look appealing and mentioned Sharon's role in adding structure to it. It suggested including information on mailboxes and roof cleanings, which could be beneficial for residents. It noted that Bart and his wife were into photography, suggesting a section on joining a local photography club in Naples. The newsletter was expected to be distributed at the end of April, with a draft sent out for comments before finalization.

c. Strategic Planning:

The meeting transitioned to strategic planning, and it summarized the feedback received from the community. It proposed consolidating the feedback into a summary and holding a session to review and finalize the vision, mission, and objectives.

It offered to resend the feedback summary to those who had submitted input and to summarize it for a more efficient review session. The board discussed the possibility of inviting the community to the review session to gather additional feedback. It suggested holding the review session as a board meeting workshop, which could be done without making any decisions. It confirmed that a workshop could be held without a quorum, making it a suitable option. It proposed announcing the workshop date in the newsletter, with a target date of May 15. It emphasized the importance of completing the strategic planning before June, as many board members would be leaving.

8. Comments.

9. Adjournment:

Dave Tate moved to adjourn the meeting, and Sharon Sutton seconded the motion. With unanimous approval, the meeting was officially adjourned at 7:30 p.m.

Respectfully submitted.

Philippe Gabart, CAM