

Lely Country Club Property Owners Association, Inc.

Board Meeting Minutes

June 10, 2025

1. Call to Order & Establish Quorum:

Paul Labonte called the meeting to order at 4:30 p.m. at Royal Palm Golf Club, located at 405 Forest Hills Blvd, Naples, FL 34113

2. Proof of Notice:

Due notice of the meeting was given, and a quorum was established with the following members in attendance:

- Bart Andersen
- Victor Faszczuk
- Dana Finnegan
- Jerry Golf (via Zoom)
- Paul Labonte
- Karen Poufcas (via Zoom)
- Will Rudman
- Sharon Sutton
- Elli Taylor

Also Present:

- Philippe Gabart, Resort Management

Absent:

- David Tate

3. Approval of Previous Meeting Minutes:

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

Sharon Sutton moved to approve the minutes of the May 13, 2025, meeting. Bart Andersen seconded the motion, and it was approved unanimously.

4. President Report:

Introduction of New Board Member:

Paul Labonte introduced Elli Taylor as the newest member of the Board of Directors. The board warmly welcomed Elli, and a brief discussion followed, highlighting her previous tenure and valuable contributions during her earlier service.

Sharon Sutton moved to formally appoint Elli Taylor to the Board of Directors. The motion was seconded by Bart Andersen and carried unanimously.

Legal Updates:

Paul reported on a request from the association's attorney for information regarding street documents and outlined the efforts made to fulfill the request. He also noted the need to address violations of the street documents that occurred in July, August, and September, and suggested scheduling a Zoom meeting if necessary to resolve the issues. Paul requested that the October meeting be deferred to October 21 due to upcoming travel plans, and the board agreed to the change.

5. Treasurer's Report:

Paul reported that the May financials had not yet been received but were expected soon.

6. Old Business:

a. Villa Roofs/New Proposal – ARC committee:

Dana Finnegan Reported:

Dan presented a revised proposal for re-roofing the villa duplex homes, incorporating feedback from board members. The updated plan outlined clear criteria for matching roof colors, avoiding jagged edges, and notifying neighboring homeowners in advance. During the discussion, the board emphasized the importance of maintaining visual uniformity throughout the community and acknowledged the role of insurance companies in driving re-roofing decisions.

The Architectural Review Committee (AR Committee) has established procedures for re-roofing Villa/Duplex homes.

- **Ideal Scenario (Both Owners Agree):** Ideally, both owners should agree to re-roof their homes simultaneously. Each owner must submit an AR request detailing acceptance of the same material, color, style, and manufacturer specifications. Both submissions require AR Committee approval before any work commences.
- **Single Owner Re-roofing (Neighbor Disagreement):** If one owner needs or desires to replace their roof and cannot secure their neighbor's agreement, the owner must submit an AR request without the neighbor's agreement to the AR Committee prior to starting any work. The new roof color should match the existing roof as closely as possible. The owner replacing their roof must also provide proof of neighbor notification and information on all products used.
- **Contractor and Installation Requirements:** The procuring owner must secure a licensed roofing contractor who will cover the middle of the roof, creating a clean, straight dividing line over each residence, with no jagged edges. The project must

be approved by the AR Committee and have an approved Collier County roofing permit before work begins.

- Compliance and Enforcement: If, after completion, any portion of the work fails to meet these requirements, the owner may be required to modify the installation for compliance or face fines from the Board of Directors. AR Committee members will report all infractions to the Compliance Chairperson and Resorts Management for proper documentation.
- Application Denial: If an application is denied by the AR Committee for any reason, it will be presented to the full Board of Directors for a final decision.

Dana Finnegan moved to approve the new ARC proposal for the Villas' roof replacement. The motion was seconded by Karen Poufcas and was approved unanimously.

b. Monument Repair:

Bart Andersen and Sharon Sutton presented conceptual plans for monument repairs, which included the removal and potential reuse of tropical trees. The plans also proposed modernizing the monument with updated colors, new framing, floral additions, and stepped landscaping. They emphasized the importance of community input and discussed the possibility of holding a Zoom meeting to gather further feedback.

Bart Andersen made a motion to obtain updated project estimates and gather community input, followed by a Zoom meeting in July to discuss the plans. The motion was seconded by Sharon Sutton and approved unanimously.

c. Code of Conduct/Revised:

The board discussed and revised the code of conduct during the meeting. Paul redrafted the document, focusing on ensuring that any significant actions against a board member would require a two-thirds majority vote. The new version was distributed to board members, with Elli (the new board member) asked to review it. The code of conduct will be added to the website, though individual versions will not be posted. Board members were asked to review and return signed copies to Paul.

d. Newsletter Update:

Victor Faszczuk provided an update on the community newsletter, noting that it is 99% complete. He mentioned the inclusion of new sections for email addresses and introductions of new board members. Victor also suggested sending the newsletter as the body of an email, rather than as an attachment, to help improve readership. Paul proposed offering a discount to members who provide their email addresses, and the board agreed to move forward with this initiative.

e. Update on Compliance:

Paul Labonte provided a compliance update on behalf of Dave Tate.

f. Holiday Lighting Update:

Victor Faszczuk provided an update on holiday lighting, noting that the board has decided to take a year off from using the vendor, Trimmers Holiday Decor, and will manage the decorations in-house for the upcoming season. He reported that a letter was sent to Trimmers Holiday Decor explaining the board's decision and requesting a \$500 discount for services in 2025. Victor also stated that a plan for holiday lighting would be presented at the October meeting. The board agreed to move forward with the in-house approach and to continue monitoring the situation with the Trimmers Holiday Decor.

7. New Business:

a. Strategic Planning:

The board discussed the need for a new strategic plan and emphasized the importance of incorporating community input into the process. They agreed to move forward with both strategic planning and compliance efforts, prioritizing community engagement and transparency.

b. Notice Of Liens/ 9 Member:

Paul Labonte discusses placing liens on nine properties with outstanding balances, noting the total amount owed. He stresses the need for legal action to recover the unpaid dues. The delinquency primarily stems from nine owners with unpaid balances from prior years, and liens will be filed against their properties.

c. Discussion on current Delinquencies:

Paul Labonte reviews the status of 26 delinquent accounts, totaling \$253. He proposes sending a letter from the board of directors, like a previous friendly notice that led to a 50% response rate. The letter will be addressed to Philippe, with Stephanie Lopez, the new accounts payable contact, handling any inquiries. He requests a board vote to approve sending the letters, noting that the total delinquency has dropped from \$61,000 in January to \$20,000.

Sharon Sutton made a motion to send letters to the 26 accounts with unpaid dues. Bart Andersen seconded the motion, and it was unanimously approved by the board.

d. ARC Committee Denial (114 MC/Roof):

Paul Labonte raises the issue of the ARC Committee's denial of a roof change request at 114 Muirfield Circle, from tile to asphalt. Dave Tate's comment is shared, emphasizing that allowing lower-quality materials sets a bad precedent. It's noted that two homes in the community upgraded from asphalt to tile, and another has a metal roof. Paul points out that no homes have gone from tile to shingle, making this request inconsistent. The board discusses the denial, citing concerns about aesthetics and maintaining neighborhood character. While the master covenant does not require tile roofs, it leaves such decisions to the discretion of each board. The ARC Committee recommended

denial, and the board agreed. Broader concerns about roofing materials and their impact on property values are also mentioned.

Dana Finnegan made a motion to deny the ARC request for an asphalt roof at 114 Muirfield, stating that the roof must remain tile or be replaced with superior material. The motion was seconded by Sharon Sutton and approved as follows:

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|-------------------|-----|
| • Bart Andersen | Yes |
| • Victor Faszczuk | Yes |
| • Dana Finnegan | Yes |
| • Jerry Golf | Yes |
| • Paul Labonte | Yes |
| • Karen Poufcas | Yes |
| • Will Rudman | Yes |
| • Sharon Sutton | Yes |
| • Elli Taylor | No |

8. Adjournment:

Bart Andersen moved to adjourn the meeting, and Sharon Sutton seconded the motion. With unanimous approval, the meeting was officially adjourned at 6:20 p.m.

Respectfully submitted.

Philippe Gabart, CAM