

Lely Country Club Property Owners Association, Inc.

Board Meeting Minutes

December 08, 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 of the meeting was given, and a quorum was established with the following members in attendance:

- 1) Bart Andersen
- 2) Dana Finnegan
- 3) Victor Faszczuk
- 4) Paul Labonte
- 5) Karen Poufcas
- 6) Sharon Sutton
- 7) Dave Tate
- 8) Elli Taylor
- 9) Jerry Golf
- 10)Cindy Jepsen

Also Present:

- Philippe Gabart, Resort Management
- 5 Owners on ZOOM
- 6 owners present

Absent:

- 11)Wil Rudman

3. Approval of Previous Meeting Minutes:

Sharon Sutton motioned to approve the previous minutes of November 11, 2025, and Dave Tate seconds the motion, with unanimous approval.

4. President Report:

Paul Labonte Reported:

President's Report – 2025 Year-End Summary:

The Board concluded 2025 with 11 members, including two new additions, Elli Taylor and Cindy Jepsen. Volunteer participation continues to be vital to the community.

In the President's first year in this role—after serving as a Board Member in 2023 and Treasurer in 2024—focus was placed on maintaining and improving the Association to protect property values. A review of the community's four monuments was conducted following damage to one on St. Andrews Blvd. The assessment showed that all monuments required updates due to aging paint and stonework. The Board approved renovations for all four monuments, along with new landscaping for the medians. Given the County's sewer and water line projects planned for 2027+, these upgrades could not be postponed.

A notice regarding the 2026 budget and dues was issued. Annual dues will increase by \$15, the first increase in three years, driven by rising service costs and efforts to address overdue accounts, including liens where necessary. Reserves remain strong, and additional landscaping enhancements are planned.

Members are reminded not to modify landscaping beyond their own property boundaries and to maintain respectful relations with the neighboring Royal Palm Golf Course.

Paul Labonte highlighted the Board's accomplishments in 2025, emphasizing the meaningful improvements made to the community's monuments and medians. He also noted the successful resolution of ongoing litigation and the positive influence these outcomes have had on community stability and confidence. Paul expressed sincere appreciation for the Board members' dedication and stated that he looks forward to an even more productive year in 2026.

Throughout 2025, the association achieved substantial progress across legal, financial, compliance, and community enhancement initiatives. In April, we welcomed our new attorney, **Cheryl Hastings of Gurnster Law**, and expanded our financial relationships by adding **Wintrust** to our portfolio. During this time, we also reviewed a new ARC proposal for the Villa roofs, launched a renewed compliance effort to upgrade community mailboxes, and successfully resolved a potential litigation threat. The Board further strengthened its governance by introducing a new **Code of Conduct** and initiating a long-term strategic planning effort.

In May, the Board assessed monument damage, identified compensation to address repairs, and canceled the holiday lighting contract in favor of completing the installation internally. June brought formal confirmation of street covenants from our attorney and notification of an additional leasing-related litigation matter. In July, the Board approved significant monument upgrades and secured a mediation date for the pending litigation case.

By October, that case was successfully resolved through mediation, allowing the Board to move forward with a review and update of the Resort Management contract.

In November, the Board evaluated new mailbox upgrade proposals, scheduled a field visit to Seminole Park, oversaw the installation of new speed indicators on Augusta Boulevard, and advanced the next phase of monument and infrastructure improvements. These

accomplishments reflect a year marked by progress, collaboration, and steady enhancement of the community's assets and governance.

5. Treasurer's Report:

Paul Labonte Reported:

LCCPOA reported a monthly surplus of \$785 for November. Operating cash increased to \$124,350, which went up significantly from last year due to a repair reimbursement for monument damage and strong early dues payments. Delinquencies decreased to \$16,392, the first time they fell below \$17,000; 11 accounts currently have liens, and 4 have contacted the Association's attorney.

Year-to-date, the Association is \$3,460 over budget, primarily due to increased legal expenses and monument repair costs. Reserves increased slightly to \$142,688, with a \$19,800 deposit paid for upgrades to the four monuments.

Comparative cash balances show operating funds are \$35,573 higher than this time last year, receivables are lower, and reserves are \$23,067 higher. The Association projects an operating year-end balance of approximately \$22,353, assuming continued collections and controlled spending. Reserve spending on monument upgrades is expected to bring year-end reserves to about \$113,000.

Paul provides a financial update, noting an increase in operating funds due to early payments. Reserves are at \$141,520, and the treasurer predicts good financial health for the next year. Paul discusses a decrease in insurance premiums and the need for a board vote to approve the new insurance policy.

Karen Poufcas motioned to approve the 2026 insurance policy premiums and coverage as presented, and Elli Taylor seconded the motion. The motion passed unanimously.

6. Old Business:

a. Update on Compliance/Fines:

Dave Tate delivered a comprehensive update on ongoing compliance enforcement efforts, highlighting that the Association had issued over 170 compliance letters in 2025, primarily targeting maintenance issues with mailboxes and lanterns. While approximately half of the recipients demonstrated compliance, several homeowners ignored multiple notices spanning March, August, and November.

In response to persistent non-compliance, the Board approved a previously recommended \$1,000 fine for the property at 508 St. Andrews. Additionally, the Board reviewed and unanimously approved assessing a \$200 fine for each of five specific properties (112, 173, 175, 176 Palmetto Dunes Circle; 462 Torrey Pines) for recurring lantern and structural violations.

All proposed fines are scheduled for review by a Hearing Committee on January 8, and the Board urgently emphasized the need for 3–5 non-board homeowner volunteers to serve on this committee.

Finally, Dave Tate confirmed that a reported dog fouling violation could not be pursued without concrete evidence, advising the complaining homeowner to seek photographic proof or contact code enforcement.

Dave Tate moved to approve a fine of \$200 for each of the five homeowners. Karen Poufcas seconded the motion, and it passed unanimously.

b. Monument Repairs:

Bart reported on the St. Andrews monument renovation project, noting steady progress on both structures. For the first monument, the wells had been completed, the stucco work was finished, and painting was scheduled for the upcoming week, after which the lettering would be reinstalled. Work on the second monument was also advancing, with surface grinding underway to remove old paint and new stucco being applied; work had begun on the right-side block as well. Regarding landscaping, the existing plants had been removed and relocated, leaving a surplus of plants whose final placement still needed to be determined. The plan was to redistribute the landscaping to other appropriate areas throughout the property.

c. Mailbox Proposal:

Dave Tate presented a proposal to repaint mailboxes and replace their lightbulbs, giving homeowners the option to opt out if they preferred to handle the work themselves. He reviewed cost estimates and highlighted the benefits of improved uniformity and consistent maintenance throughout the community. The board proposed hiring a handyman, Mark, to complete the painting and replace mailbox numbers and bulbs at an estimated cost of about \$60 per unit, funded by the association rather than billed directly to homeowners. The program would operate on an opt-out basis, requiring residents to notify the board if they did not wish to participate; those who opted out would be responsible for maintaining their mailboxes to the required standards, including paint color, number font, and dusk-to-dawn lighting. The board planned to send notices three times—via letters and at the annual meeting—before beginning the work in March or April.

Dave Tate made a motion to authorize the painting and replacement of light bulbs. The motion was seconded by Bart Andersen and passed.

d. Update on Strategic Planning:

Sharon Sutton presented the strategic plan, including the mission and vision statements. The board discussed and voted on the vision statement, selecting: *“A safe, attractive community known for maintaining its value and friendly neighborhood feel.”* The mission statement was updated to: *“Manage and enhance an attractive, neighbor-friendly*

community to maintain long-term market value and appeal.” The board then reviewed and prioritized the six goals identified in the strategic plan.

e. Christmas Decorations:

Still in progress; volunteers handling installations.

7. New Business:

a. A/R Aging: Delinquencies:

The board discussed a homeowner on St. Andrews who owed more than \$3,000 in dues and fines and was identified as a repeat violator. The President planned to consult the association’s attorney, Cheryl Hastings, to determine the costs and feasibility of initiating foreclosure proceedings.

b. Treasurer’s Authorization (Re: Adjustments):

The Treasurer, Paul Labonted, was authorized to waive late fees under \$100 on a case-by-case basis for valid reasons.

Victor Faszczuk made a motion to authorize the Treasurer to waive late fees and interest. The motion was seconded by Jerry Golf and approved unanimously.

c. ARC review of New Roof Material – ARC Team:

The Architectural Review Board (ARB) recently reviewed a homeowner's request for a roof replacement using Brava synthetic roof tiles. While the Board recognized the product's quality, durability, impact resistance, and impressive 50-year warranty, it ultimately approved only the barrel tile style of the Brava product. The homeowner's requested cedar shake style was declined, as the Board determined that the barrel tile aesthetic better complements the existing architectural design and cohesive look of the neighborhood.

Dave Tate made a motion to approve the Brava roof in the barrel-tile style. The motion was seconded by Karen and passed as follows:

- | | |
|--------------------|-----|
| 1) Bart Andersen | Yes |
| 2) Dana Finnegan | Yes |
| 3) Victor Faszczuk | No |
| 4) Paul Labonte | Yes |
| 5) Karen Poufcas | Yes |
| 6) Sharon Sutton | No |
| 7) Dave Tate | Yes |
| 8) Elli Taylor | Yes |
| 9) Jerry Golf | Yes |
| 10)Cindy Jepsen | Yes |

d. Possible Covenant Violation – Dana Finnegan/Karen Poufcas:

Dana raised concerns regarding a fence violation and emphasized the need for proper compliance with county regulations. The current status of the fence issue was explained, noting that the board must wait for the county's decision. The board discussed potential legal implications and the importance of avoiding lawsuits. It was also mentioned that the homeowner would need to resubmit the fence design for approval if the county grants a waiver.

e. Field Trip (Collier Seminole State Park) – Cindy Jepsen

Cindy Jepsen announced a field trip to the State Park, offering two dates for residents to sign up. She discussed the logistics of carpooling and the need for a picnic lunch. The board planned to preview the park and coordinate details with the park rangers. Residents were encouraged to sign up and participate, with Cindy highlighting the historical significance of the park.

f. Quarterly Newsletter – Victor/Jerry:

Paul inquired about the quarterly newsletter, and Victor confirmed that it would be ready this week, pending final approval. It was also mentioned that instructions had been received for creating an online version for future newsletters.

g. Annual Meeting: Date, Location and Agenda:

The meeting is scheduled for February 10 at 7:30 PM, changed from the bylaw-specified 7:30 PM to accommodate the board's preference for an earlier start. The board intends to hold the meeting at Lely Presbyterian Church rather than the clubhouse due to concerns regarding alcohol service, though confirmation from the church administrator is still pending. Meeting notices will need to be mailed 15–30 days in advance, likely within a 15–17-day window. The agenda will cover the mailbox maintenance program, volunteer recruitment for the hearing committee and upcoming board openings, and a review of the updated vision and mission statements, along with an initial (non-voting) discussion about future document revisions. A key background issue is the long-standing disconnect between the master and street covenant documents, which has created legal vulnerabilities; a prior attempt to address these inconsistencies proved expensive and involved problematic legal guidance. To move forward, the president will consult attorney Cheryl—at an estimated cost of about \$200—to clarify the procedural requirements, after which a working group, likely including Karen, Jerry, and others, will identify the specific revisions needed. The overall goal is to align the master and street covenants, clarify voting rules, and correct existing inconsistencies, with the topic slated for informational presentation only at the 2026 Annual Meeting and no vote planned for this year.

8. Comments.

Residents have raised a concern about excessive vegetation—primarily lily pads and grasses—in the pond located behind Cherry Hill Court and St. Andrews, noting that the

overgrowth is reducing water capacity and becoming a nuisance. Because this pond falls under the jurisdiction of the Southwest Florida Water Management District rather than the HOA, the recommended next step is for residents to formally submit a written request to property manager Mike Sankey asking for vegetation management. If no action is taken, the issue can then be escalated to the board. Chemical treatments are limited due to regulatory restrictions, so mechanical removal may be the most feasible option. The overgrowth also poses a stormwater concern, as reduced pond capacity can increase flood risk during periods of heavy rain.

9. Adjournment.

Karen moved to adjourn the meeting, and Jerry seconded the motion. With unanimous consent, the meeting was adjourned at 8:00 p.m.

Respectfully submitted.

Philippe Gabart, CAM