

# MAPLEWOOD MASTER HOA

## Board of Directors Meeting – Approved- Meeting Minutes

Date: May 12, 2022

Location: Pool Deck  
900 Sherbrook Dr  
Naples Fl

Present: Jeff Christopherson – President  
Debbie Mahanke  
Brandon Miller – Treasurer  
Robert Simmons – Secretary  
Marie Doherty - Director

Management Rep Peter Carroll, Property Service Director

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**Call to Order:** The meeting was called to order by Jeff Christopherson at 7:00PM. Quorum of the Board was verified. Proof of notice was confirmed and posted by Management as required by Florida Statute and the Declarations for Maplewood Homeowners Association, Inc.

**Approval Prior Minutes:**

Motion to approve minutes from the BOD meeting on April 12, 2022 Executive Session, Motion to Approve: Debbie, Bob 2<sup>nd</sup>. VOTE: Debbie Abstain, Brandon – No, Marie – Yes, Jeff- Yes, Bob- Yes, Motion to approve executive meeting minutes from April 7, 2022 passes 4-1.

Motion to Approve Membership Meeting Minutes from April 7, 2022. Motion to Approve: Debbie, Bob 2<sup>nd</sup>. VOTE: Debbie --Yes, Brandon – Yes, Marie – Yes, Jeff -- Yes, Bob -- Yes, Motion to approve executive meeting minutes from April 7, 2022 passes 5-0

**Officers Report:**

**Jeff Christopherson – President:** Trespassing Agreement with the County has been executed. There have been no further instances of persons “camping” at the pool. Now that the agreement with the County is in place, the next violation will result in charges. The board supports enforcing trespassing anyone trespassing on the HOA property.

**Treasurer’s Report:**

Accounts Receivable:	\$634.00
Accounts Payable:	\$20,491.70

Operating Acct. Balance	\$165,089.29
Reserve Account Balance	\$64,168.80

## Committee Reports:

**Social Committee** – It was noted that the board is still seeking volunteers for a Social Committee.

**Neighborhood Watch** – the board is seeking volunteers to meet with the CCSO and to participate in the introductory class offered by CCSO. The Board is also seeking committee persons establish an active Neighborhood Watch Program for Maplewood.

**Fine Committee:** Marie reported good progress on Rules Violations in the community. There are 13 current violations, 10 of which have time remaining to cure. The 3 others are working with the Committee and Property Manager to resolve.

**There are several leases in the community that have unknown status after expiring.** Peter stated that the lease report would be updated, expired leases removed, and that violations would go out on any leases that were actively rented without proper documentation and current backgrounds on declared occupants.

***Violation Summaries and Lease status reports will be issued in the monthly report package.***

## Manager's report:

**Delinquencies:** There are no delinquent accounts to be referred to collections at this time.

**CCTV System:** Comcast has installed a new modem and static IP address so that online viewing of camera can be reestablished. ADG4 will follow up with Jeff to be sure his application is working.

## Old Business

### 1. Pool Building Remodel Proposals:

- a. Proposal from White services
- b. Proposal from Huffman construction
- c. Waiting on 3<sup>rd</sup> proposal for Board to decide on contractor and moving forward. It was noted that there has been great difficulty in obtaining a 3<sup>rd</sup> bid. Discussion ensued as to whether to proceed with the low bid. The board decided it would like to see a 3<sup>rd</sup> bid.

**2. Yard of the Month:**

- a. Yard of the Month – Jeff stated that since the community has been receptive to enhancement of the community overall – he would like to start a Yard of the month – with recognition and have it for both Stanhope Cir and Crossfield Circle
- b. Jeff directed Lisa to obtain 2 signs for the HOA
- c. Bob Simmons made a motion to purchase to “yard of the month” signs, Brandon Miller second, all in favor, motion carried (5,0) Yard sign designs to be submitted to board prior to purchase.
- d. 5/12 Update – Images were sent to the board and the WinterCreek sign was approved. ADG will follow up with pricing and final approval.

**3. Preferred Vendor Listing:** Jeff- As there has been an increase in ARC applications with several common vendors, Jeff suggested Lisa put together a community preferred vendor list and add to the community website for all to use and know that these vendors have been vetted by the HOA for their services. Lisa will supply a preliminary list next meeting for review and is seeking any additional vendors community members may want to recognize. Some of the areas of interest for vendors were:

- Power washing companies
- Plumbing
- Handyman
- Electricians
- Painters
- Pavers/driveway resurfacing
- Landscape

5/12 Update, work is ongoing assembling the list and possible discounts.

**4. Playground Mulch:**

- a. The General Liability carrier has determined that there needs to be mulch rubber mulch to prevent injuries happening on the playground.
- b. 5/12 one proposal has been obtained and 2<sup>nd</sup> is forthcoming.
- c. The board considered using rubber mulch, but it was not in the budget.
- d. The board intends to move forward, with mulch after a 2<sup>nd</sup> proposal has been obtained.

**New Business**

**1. Pool Parking Gate Volunteer Requested:**

- a. The board is seeking volunteer(s) to lock and unlock the pool parking area gate each day.
- b. There was a brief discussion about possibly discontinuing the opening and closing. It was noted that prior to use of the gate there was an ongoing problem with illicit activity in the park lot, and the community did not want to invite this type of activity.

**2. Pool Parking Passes-** The board would like to establish a process for issuing parking passes to any residents that have been given permission from the board / Property Manager for its use. The pass would be displayed in the window and would have a start date, end date and an authorized approver signature.

**Comments questions from the community –**

1. The community expressed its concerns regarding leases and rules enforcement.
2. The community expressed concern that rules were not being prosecuted fully and fines issue by the fines committee
  - a. It was noted that the Property Manager and Rules Committee were working on a draft document to provide direction the Fines Committee. The draft would ready for the June Meeting, and was expected to be approved.
3. The community expressed concern over the van being parked in the pool lot. It was the consensus that van's owner had overstayed their welcome and should be asked to leave or be found in violation of the association rules.
  - a. It was noted that the owner had been rude to members of the association and that to add to violation that on occasion the van also had commercial magnetic signage.
4. There was discussion over where the mailbox replacement concept stood and concern over using the same vendor that had provided the mailboxes in Briarwood. The consensus was that the rules committee would continue enforcing the cleaning of existing mailboxes.
5. Membership expressed concern for palm tree that is growing and overhanging the sidewalk and that someone could be injured on a bike or walking. The house is located in the south east corner of Stanhope Circle.
6. Two members in the community expressed concerns regarding the Amendment being consider that would give the Board the legal standing to seek injunctive relief in the court system to have a dangerous or nuisance animal removed from the community.
7. There was a discussion regarding the use of a flat iron grill in the side yard that has become a permanent fixture in the yard. It was noted that on other occasions that there was construction debris and gardening equipment stored in the side yard. The violation will be revised by the fines committee and property manager. It was also noted that grill was a fire hazard and that there might be some relief from the the fire Department.

**Adjournment:** There being no further business to discuss, Brandon made motion the to adjourn the meeting at 8:15pm. Marie seconded the motion. All in favor, motion carried (5,0).

**Submitted:** *These minutes have been respectfully submitted to the Board of Directors by Peter Carroll, Property Services Director, ADG4 Companies.*