

ADG4 Properties

Meeting of Board of Directors Annual Members' Meeting and Election Maplewood Master Association

Location: South Regional Library, Meeting Room B
8065 Lely Cultural Parkway
Naples, FL 34112

Date: Tuesday, December 20th, 2022

Time: 6:30 PM

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

Meeting Minutes

Management Rep: James W. Frazitta – Property Manager

- I. Call to Order & Proof of Notice
 - a. The meeting was called to order by Jeff Christopherson at 6:31pm. 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.
- II. Approval of Minutes of Last Meeting
 - a. Bob Simmons made a motion to approve minutes from 9/14/22.
 1. Debbie Mahanke 2nd
 2. All in favor – Motion carried (5,0)
- III. Old Business
 - a. None to report
- IV. President Report
 - a. Jeff took some time to thank ADG4 for everything they have done in the past year, and since they came on as Maplewood Property Management Company
 1. He praised the efficiency, modernization, and communication of ADG4
 2. Highlighted that ADG4 has put in motion 5-10-15 year budgeting and plans to help preserve the community and make it financially prepared for future events
 3. No increase in dues for past two years
 - b. Due to medical problems, he will be stepping down from his role as President
 1. He hopes to get back into it once he has had some time to get back to full strength
- V. Management Report / Treasurer Report
 - a. James highlighted that Maplewood was finishing the fiscal year in good position and with the ability to complete all of the planned projects for the year

1. It was noted that this is likely to be the last year that dues remain the same
- b. Pool Updates
 1. One heater pump was repaired, while the other was replaced. Overall, I am very pleased with Sapphire Pools since they came on board in July 2022. They were extended for 2023.
- c. Preserve Update
 1. Trees n Stumps came in August to complete part one of their approved project for 2022. Due to Hurricane Ian, they were significantly delayed and are projected to finish the second part of their work by the end of the month
 2. It was noted that, despite their efforts, the preserve is still 2-3 years away from being cleaned out of all invasives.
 3. It was also noted that the costs to maintain the preserve will not end, as once the invasives are removed, there are additional costs associated with maintaining it that will be discussed with the future board
- d. Compliance Committee
 1. Committee, comprising of 3 homeowners – who are not on the board, reviews all violations that remain after a round of courtesy notices and reminders is completed
 2. Committee has met twice and will be meeting monthly moving forward, unless there are no hearings scheduled
 3. The Committee is producing results, as we continue to see great signs of improvement throughout the community
 4. It was noted that the Committee is not a fines committee, but will issue fines if they deem a fine to be fit. The hearings are an opportunity for homeowners to defend/protect themselves
 5. A letter was sent out, along with the 2nd annual meeting notice and 2023 budget, to the community stating that there will be continued inspections of the community and there will be a focus on vehicles encroaching on sidewalks, dirty mailboxes, dirty driveways, mold on houses, and more

VI. New Business

- a. FY2023 Budget Approval
 1. Bob Simmons motioned to approve the proposed FY2023 budget
 1. Debbie Mahanke 2nd
 2. All in favor – motion carried (5,0)
- b. Vote on Rollover of Excess or Deficit Funds
 1. Community voted in favor - motion carried
 1. 99 to 3
- c. Vote on conducting a financial audit in 2023
 1. Community voted to oppose the audit
 1. 67 to 22

VII. Additional items to discuss

- a. Brandon suggested creating a Cable Committee to oversee vetting additional options for the community, since the current contract with Comcast expires at the end of 2023
 1. Committee to search and vet for alternative options
- b. Bob motioned to approve a Cable Committee for 2023 and for Brandon to be the Chair
 1. Marie 2nd
 2. All in favor – motion carried (5,0)

VIII. Introduction of the 2023 Board of Directors

- a. Jeff reiterated that he will be stepping down, and congratulated the two new members of the board
 1. Bob Simmons – staying on for another 2-year term
 2. Robin Smith – coming in to replace Jeff's spot on the board
- b. New board members to be organized into positions for 2023 after annual meeting adjourned

IX. Adjournment

- a. Bob motion to adjourn meeting at 7:02pm
 1. Brandon 2nd
 2. Motion passed (5,0)

Submitted: These minutes have been respectfully submitted to the Board of Directors by James W. Frazitta, Property Manager