

# MAPLEWOOD MASTER HOA

## Board of Directors Meeting –

### Minutes ~ approved

Date: Mar 10, 2022

Location: Pool Deck  
900 Sherbrook Dr  
Naples Fl

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

Management Rep Peter Carroll, Property Service Director & Lisa Dobyanski Portfolio Manager

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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:**

Approval of the minutes from the BOD meeting on 2.10.22, Bob Simmons made a motion to approve, Marie Doherty second, all in favor, motion carried (4,0)

**Officers Report:**

**Jeff Christopherson – President:** discussed a recent break-in to the clubhouse pool area. It was determined that it was really cold that evening and they were looking for somewhere warm to stay. No report was filed / ppl were confronted all worked out ok. Jeff reiterated about being aware of your surroundings and keeping an eye out for the area as you go by. Good news is that the cameras are up and operational.

**Committee reports - none**

**Manager's report:**

Lisa Dobyanski presented the Treasurer's report

**Summary**

A/R as of 2.10.22:	\$ 2,035.00
A/P as of 2.10.22:	\$ 25,827.87
Cash - Operating:	\$145,409.72
Cash – Reserves:	\$ 57,917.11

Note: the payables are waiting on Solitudes inv of \$198 before paying all bills. The payables include \$3000 for Leak King Pools for the recent repair to the pool skimmers, plumbing line on equipment and hole between baths.

Lisa Dobyanski

**Cameras:** Lisa spoke with Doug Bonar the representative for Ramco and the updating of the camera systems. They intend to have the system up and running by months end.

**Delinquencies:** Lisa reported year to date:

1. 15 homeowners paid short the \$15 increase from last year's fees to this year for a balance of \$75 – reminder notices will be sent to the owners
2. 3 homeowners have not paid the first quarter fees of \$395 for a total of \$1185– reminder notices will go out to the owners
3. 1 homeowner is 2 quarters in arrears of \$775 for a total of \$775 – all will be sent a 30-day notice and if not paid be turned over to the attorney for processing.

**Violations:**

1. 7 violations were sent out
2. 4 resolved & 3 pending
3. Lisa and Marie will get together next week to create and reiterate the new process for violations and tracking with the assistance of Marie as the Board member and Pat Michaud on the fines committee.

## Old Business

1. **Pool repair Proposals** – Pool repairs completed as stated above in the payables. Vendor – Andrew was quick and efficient. Lisa also noted that the door to the pool equipment was repaired due to the break-in.
2. **ARC community colors:** Website for the colors is active at Sherwin Williams, Binders were presented to the community. Should a homeowner wish to take a binder – they will sign it out at the ADG4 offices and if lost is a \$250 replacement fee.
3. **Cameras** – completed – slight issue with band width which Ramco working on and then training will begin for online and phone access.
4. **Survey** – compiling as there were more than anticipated. Which is wonderful over 75 surveys were returned. Lisa will have the compilation soon.
5. **Marie & Lisa** – will meet to set up the annual meeting location in Dec 2022
6. **Jeff Safety & Security for the community** – follow up to last BOD meeting and letter from the homeowner that was attacked & his pet killed by a dog few weeks ago.
  - a. Previous meeting, Jeff read a letter from a homeowner who was recently attacked within the community by another homeowner's dog/pet that ended up severely injuring the Owner walking his small dog and eventually killing his pet. The letter was both heart breaking and eye opening to a stronger issue that effects the overall comfort of the community. Especially in relation to pet accountability and the leash rules and regulations.
  - b. Jeff stated that he, Peter & Lisa had a conference call with the community attorney about
    - i. Sending a notice to the Owner of the dog and demands by the HOA.
    - ii. Amending the current HOA documents as well as the rules & regulations

- iii. Description of dogs, aggressive breeds, mixed breeds – Jeff read the proposed amendment to the meeting group.
- c. It was then recommended to set up a Members Meeting for the community to vote on the proposed amendment to the current documents as soon as possible. Jeff made a recommendation to the BOD that we change the April Board meeting to April 7, as he would be out on April 12 in order to hold the Members Meeting. Board agreed, therefore there will be a Members Meeting notice sent out 14 days in advance for a meeting on April 7, at 7pm pertaining to the acceptance or declination of the proposed amendment by the community. Once the vote is in and the motion either approved or not, members meeting will be closed and the regular board meeting will immediately follow. Bob Simmons made a motion to approve for a Members Meeting on April 7 pertaining to amending of the current documents and pets guidelines followed by a BOD meeting, Brandon Miller second, all in favor, motion carried. (4/0)

#### **New Business:**

1. **Vendor confrontations** - Jeff – wanted to discuss the issue of homeowners confronting vendors that have been requested to perform work on site on behalf of the Board.
  - a. There was a recent issue – words were exchanged and things said that could have potentially been avoided if proper protocols were followed. Jeff recommended that if anyone in the future has an issue with a vendor that is on site performing work and does not either agree or like – that the homeowner reach out to -Jeff himself or Lisa with the management company to express their concerns and have the issues addressed accordingly. Jeff would like a notice to go out to the community reminding of the process with contact details.
  - b. Homeowner (from the incident) was present – did not agree with the version presented and stated his concerns and actions for all to understand. However, did agree in the future to reach out vs confront a vendor.
  - c. Brandon Miller made a motion to send a notice to the community about vendors and handling confrontation, Bob Simmons second, all in favor, motion carried. (4/0)
2. **Irrigation Box**

Jeff was notified by a community homeowner about the irrigation box that controls the common areas timers and irrigation. It is completely rusted out. Jeff directed Lisa to reach out to vendors for proposals to replace the irrigation box, to include replacing the current box with a possible upgraded, more secure environment. Lisa agreed.
3. **Pool Bath remodel:**
  - a. Lisa is currently working on vendors for updating of both bathrooms at the club pool facilities. To include a full repainting, new toilets, fix plumbing, repair some drywall, replace all 3 pool doors with metal, lighting in both, timers and acid wash the bath tile floors.
  - b. To also include possibly adding or repairing pool deck chairs.

#### **Comments questions from the community –**

1. Update on the Preserve:
  - a. Lisa stated the following is on the agenda
    - i. Recently put pine straw down to aide with weed control & regrowth - completed
    - ii. Procuring a vendor to treat for weeds and invasives and maintain quarterly-meeting next week

- iii. Possible next 20 feet of removal will be within in the next 30 – 45 days. Notice will go out to all owners when it will be happening. Owners should be aware that the next phase will include the vendor being allowed to put in a chipper in the Preserve to mulch up the removal and relay as sod covering. This will also be treated post removal for weeds & regrowth
- iv. Brightview will be installing Fakahatchee grass along the border of the Preserve in May/June when rainy season begins as there is no irrigation present.

**Adjournment:** There being no further business to discuss, Bob Simmons made motion the to adjourn the meeting at 8:15pm. Marie Doherty second the motion. All in favor, motion carried (4,0).

**Submitted:** *These minutes have been respectfully submitted to the Board of Directors by Lisa Dobyanski, Portfolio Manager of Maplewood HOA.*