

# THE REPORTER

Meeting Decorum and  
By-Laws

Pages 4 and 5

Maintenance Fees  
Procedures

Pages 6 and 7

Community Events

Page 9

Those we lost and  
those we welcome.

Page 10

February

## From Your President:

Hoping this Newsletter find you healthy and well. We want to keep you posted on what is in progress and plan to do so throughout the year. This way even if you miss a meeting, you can be informed.

Speaking of meetings, you will notice an article in here about Meeting Decorum. We have been told that many do not attend our meetings due to the unruly behaviors of some. This needs to change. How can we expect community support if our meetings are not safe to attend? We will be using the rules set up in our By-laws. Please read them on the next few pages. Members of Mainlands Section 4 are allowed and encouraged to attend the Board Meetings held on the 2<sup>nd</sup> Wednesday of each month at 6 pm, as well as the Civic meetings the 3<sup>rd</sup> Wednesdays at 7 pm. It is our hope that putting guidelines from our By-Laws into practice will make these meetings more friendly, enjoyable, and productive for us all, but especially for the community.



We are busy getting up and running with putting Safety in place for the Club-house with hand sanitization stations and sanitizing wipes around the facility. If you are there and use the bathrooms, please wipe down your areas so the next person can feel safe using them. We do have someone who cleans daily,

*(continued on page 2)*

## From Your President (continued from page 1)

but having each person wipe down what they use after each use fits in the CDC and Broward guidelines. Please be sure to use what is provided. Thanks Suzanne Johnston for your work and commitment to this endeavor.



We are also in the process of getting together all of our policies and procedures into one manual for easy transitions, uniformity, efficiency, and equal implementation. One of the things I have noticed is when a new Board takes over, there doesn't seem to be a manual to be passed on so that the new Boards and committees can smoothly take over responsibilities. If you know of any old procedures, I'd love to hear. Getting everything written out and correlated will take some time, but we think this can be accomplished with everyone's help.

We are getting estimates for yearly contracts. Our Documents require 3 estimates for each contract so we will keep you posted. Your feedback helps us know how to best serve you. Right now, lawn maintenance is due to be either renewed or signed with a new company, so getting estimates is in process.

Other things planned for this year include getting various committees back running. One is the Violations Committee so that our residents can have their voices heard when a violation has been issued. Besides, it is what the 720 Statute requires. This committee is made up of 3 residents who are not Board members so we need your help with this. It will only meet when a violation is given out and a resident requests to be heard. If you want to serve on this or any committee, please contact me by phone or email.

In this time of financial crunch and uncertainty, some of our residents are struggling with food needs and other necessities. Part of having a neighborly attitude that many of us grew up with is helping those in need. We would like to consider beginning some sort of Benevolence/Compassion Committee. Yes, the government can help on some things, but only so much. Building community means helping each other through tragedies and difficulties.

Many of you do this already for your neighbors. Walking their dogs when they are sick, providing food and meals for those hungry. So why not also do this as a community? Sometimes we don't know others' needs. Sometimes we do. We can come together for this effort. One of the things we will be discussing at the next Board meeting is creating this committee and a food pantry that we could all contribute to in order to help our neighbors.



*(continued on page 3)*

## From Your President (continued from page 2)

Sound like a good idea? Would you like to help? Be on this committee? Please contact me if so. WE NEED YOU!!!

Another thing we are doing this year is reminding (and sometimes informing) residents of not only their obligations, but their rights. That is one reason we are putting procedures in the Newsletter, as you will see today with Maintenance payments. We hope to do this monthly. If there is a procedure that you are not sure about or want to see in the Newsletter, please contact Kate Johnson and she will be sure to put it in. We are in this community together and want being a part of it to be a benefit to all.

Lastly, should you ever have any comments, concerns, suggestions, or questions, feel free to reach out to me or any other Board members. We are all volunteers trying to do our best to serve our community. Your patience and assistance is appreciated.



Respectfully, Mike O'Malley



### Our Mainlands 4 Board of Directors for 2021

- |                               |                     |                          |              |
|-------------------------------|---------------------|--------------------------|--------------|
| • Mike O'Malley               | President           | Momalleyms4@gmail.com    | 954-826-5815 |
| • Diana Christian             | Vice-President      | Dchristianms4@gmail.com  | 305-308-0434 |
| • Sandra Sanders              | Secretary           | Ssandersms4@gmail.com    | 954-439-5440 |
| • George Johnson              | Accounts Payable    | GJohnsonms4@gmail.com    | 954-536-8459 |
| • Meloni Pollard              | Accounts Receivable | Mpollardms4@gmail.com    | 786-282-7037 |
| • Stephen Hartner             | Civic Treasurer     | Shartnerms4@gmail.com    | 201-739-1075 |
| • Tony Spada                  | Maintenance Chair   | Tspadams4@gmail.com      | 954-733-3009 |
| • Suzanne Johnston            | House Chair         | Sjohnstonms4@gmail.com   | 954-868-2048 |
| • Kate Johnson                | Publicity Chair     | KateJohnsonms4@gmail.com | 305-490-1778 |
| • Social and Recreation Chair | vacant              |                          |              |

**Remember, we are all volunteers who wish to bring compassion and unity to our community.**

**Please help us in doing so.**

#### Additional Volunteers:

- |                |                     |              |
|----------------|---------------------|--------------|
| • Jim Cogswell | Librarian           | 954-999-5467 |
| • Betty & John | Welcoming Committee |              |

## Meeting Decorum and Behaviors



“Nothing stands to ruin an organization’s spirit and sense of group pride quicker than an acrimonious debate. When debate gets heated and personal, good members quit, and the antagonists generally don’t have what it takes to keep the organization going.” (From Robert’s Rules of Order for Dummies)

As much as the “Dummies” book titles are aggravating, isn’t this quote the truth! In addition to what is mentioned above, members stop attending meetings. This needs to change. We are a community and should be encouraged to act like one rather than a dysfunctional family unit. We are very aware that many of you don’t attend for this very reason.

In an effort to make Board and Civic Meetings more enjoyable and productive, we are reminding everyone of our By-laws and appropriate conduct at meetings.

Please see below what is outlined as decorum for meetings from our By-Laws.

### **Amended By-Laws Article VI, C**

Rules governing the conduct of all meetings shall, above all, be courteous, reasonable and shall comply with “Robert’s Rules of Order, Revised” insofar as they do not conflict with these by-laws, and specifically as follows.

1. Members desiring to discuss any matter shall wait for recognition by the President before addressing the meeting.
2. Members shall not speak on any subject more than three minutes except by special permission of the President, preferably obtained prior to the meeting.
3. Members shall not be permitted to speak more than once on the same subject except by unanimous consent of the members present or for permissible rebuttal.

Here is further information from Robert’s Rules of Order, which we are to abide by.

“One of Robert's most important rules has to do with “Decorum during Debate.” The rule stresses that in a debate, a member must confine their remarks to the question, be courteous in their language and deportment, avoid all personalities, not arraign the motives of another member, and emphasize that it is not the individual, but the measure that is subject of debate. It is the duty of the chair to enforce these behavioral guidelines. If he or she fails to do this, then a speaker who has the floor is open to interruptions and attacks by authoritarian personalities.” (Accessed at <https://cooperator.com/article/roberts-rules-to-the-rescue/full> )

*(continued on next page)*

## Meeting Decorum and Behaviors (continued)

Everyone will be held to these standards. No exceptions. If these are violated, the offending party will be asked to leave the meeting. Here are some helpful tips for demeanor, behaviors, and conduct at meetings (and assists with conflict resolution):

- **Listen to the other side.** You expect the presiding officer to protect your right to speak and expect the other members to hear you out. Give your fellow members their rightful turn. Listen to them — you may hear something that affects the way you think.
- **Focus on issues, not personalities.** It's best to just stick to the issues. You may disagree with the point, but you or others won't feel personally attacked if everyone sticks to the issues.
- **Avoid questioning motives.** This creates defensiveness and limits the discussion. Plus, you may think you know someone's motives, but do you? Rather, stick to the issue.
- **Address remarks through the chair.** One of the ways things can deteriorate quickly is by forgetting the rule that requires you to address the chair, not a member directly, during debate.
- **Use titles, not names.** Things are more likely to stay impersonal if you avoid using names during debate. Refer to "the secretary" instead of "Susie." Refer to "The member who offered the motion" rather than "Myrtle." It feels a bit formal, but the idea is to keep the focus on issues, not individuals.
- **Be polite.** Don't get the floor and start reading some paper, don't argue with the presiding officer except by legitimate appeal, and don't do anything that otherwise disturbs the assembly.

### In summary:

We want our meetings to be safe and productive. Please help us in making this happen.



## Upcoming Board Meeting Agenda (not an exhaustive list)

- Committee Membership
- Food Pantry Creation (thinking of our neighbors, we are considering starting a food pantry that would be available to those in need)

## New feature!

In an effort to keep us all refreshed on Rules, Regulations, Guidelines, and By-laws that govern our conduct, we will be including various ones in the Newsletters. We hope this helps you stay informed and on top of things! If there are any you want to know specifically, please let Kate or another Board Member know. This month...

## \$ Maintenance Fees \$

**Our current governing documents state accounts SHALL be turned over to collections when over 2 months late. In an attempt to intervene earlier in the collection of late maintenance fees, the accounts receivable process has been improved for Mainlands Section 4.**

Maintenance fees are due the first of the each month. (If you do not know your amount, please contact Meloni Pollard, Treasurer of Accounts Receivable, at 786-282-7037 or at mpollardms4@gmail.com).

**Fees are overdue after the 15th.** When that happens, it triggers a process stipulated in our By-laws, which is included here. The results of that process, if accounts are not brought up to date, include **liens and/or foreclosures**. NO ONE wants that to happen. If you are having a problem, please reach out to Meloni to keep us informed.

### **PROCEDURES TO FOLLOW FOR COLLECTING DELINQUENT MAINTENANCE FEES**

**This procedure is made in accordance with the By-Laws Article II, F, 2; the Declaration of Restrictions Article VI, Section 4; and The Rules and Regulations #7.**

1. Payments are due the first (1st) of every month for each Homeowners' maintenance obligation.
2. If the payment has not been made by the 15th of the month, the Bookkeeper adds a \$25 late fee to the account and notifies the Treasurer of Accounts Receivable. The Bookkeeper provides the Treasurer with the invoice statement.
3. A Friendly Reminder letter is sent by the Treasurer of Accounts Receivable (TAR) on the 16th (or as soon as possible thereafter) to the Homeowner advising them that their maintenance fee has not been received and that an additional fee of \$25 has been added to their account. **Fees are 15 days past due.**
4. If there is no response or payment after 15 days, a second letter is sent by the TAR on the 1st of the month following the nonpayment. This letter also informs the Homeowner that further action will be taken and further fees applied. Actions may include suspension of privileges and voting rights. **Fees are now 30 days past due.**
5. If there is no response or payment, a third letter is sent by the TAR on the 16th of the month. **Fees for the first month are now 45 days past due.**
6. If there is no response as of the 15th day (end of the month), the account is now 2 months past due and another month has been added to their late payments, making them 2 months past due in the aggregate. A final letter is sent by the TAR informing that the account is **being turned over to the Attorney**

## PROCEDURES TO FOLLOW FOR COLLECTING DELINQUENT MAINTENANCE FEES (continued)

7. If no response, the TAR will notify the Board of what has transpired and inform that the account is due to be turned over to the attorney for collections.

Fees for the first month are now 60 days past due.

8. **No contact can be made with the homeowner** once the account has been turned over to collections. Any homeowner who contacts the TAR or any Member of the Board will be advised to contact collections directly.

9. Attorneys/Collections will attempt to collect the debt by notifying the homeowner they are involved and requesting payment and contact. Attorney fees are now added to the homeowner's account and are due.

**10. Once Collections is involved, the process proceeds as follows:**

- A. Collections contacts homeowner for payment
- B. After 45 days of nonpayment, initiate **Lien Proceedings** against the homeowner/property.
- C. After 90 days of nonpayment, initiate **Foreclosure Proceedings** against the homeowner/property.

### Final Note:

Our Governing Documents stipulate we **MUST** turn over accounts over 60 days past due to Collections. Once this happens, Attorney fees and interest are added to the Homeowner's balance due. It can add up to **thousands of dollars, not to mention losing your home, even for one payment of \$65-75 past due!**

**The Board can do nothing at this point.** Please, please, please... keep current. And contact Meloni as soon as you realize your payment is late to avoid further action.

### A REAL LIFE EXAMPLE

What prompted the Procedure Review was a member's late fees totaled just under \$250 and had been turned over to the attorney for collection during the 3rd month. This is not optional. According to our Governing Documents, once it reaches over 2 months overdue it must be turned over to collections. The member's maintenance plus legal fees are now \$1377.15 and the member now has a **lien** on the property. Since there has been no resolution, the property is soon to be **foreclosed** upon. All for owing under \$250 and lack of contact. This is why contact and communication are so important.

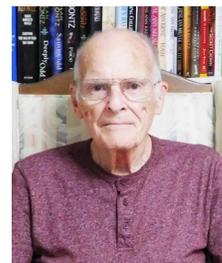
**Reminder, any changes to your outside property require Board approval before the work is started. (It's in our documents but we'll address this more fully next month.)**

**New Request Forms for landscaping, painting, patios, etc. are in the Club-house. If you would like them emailed to you,**



## Librarian's Report: Jim Cogswell

For those who enjoy puzzles, several new ones have been added to the center shelves along with many magazines and games. There is a section of reference books including dictionaries, cooking and recipes, gardening, birds of Florida, health and medicine, etc. The paperback books contain several of the authors who are named in the hardback book shelves so searching is needed to find your favorite author. Duplicate books have been given to libraries in Clubhouses 1 and 5.



Please call me at 954-999-5464 if you have suggestions to improve the library. Thank you for all your contributions.



NOTE: The light switch to the library is on the left side of the entry area and behind the coffee machine. Please remember to turn it off when you leave the library.

**For maintenance, lawn, or sprinkler issues, please call Tony Spada at 954-733-3009**

## Committees for the coming year!

We are still in need of members to serve on committees to help in the compassionate care of our community. If interested in serving on any of these committees, please contact Mike O'Malley for consideration.

### Architectural Control Committee

The purpose of this committee is to provide guidance, recommendations, and approval regarding changes made to owner properties. (new request forms are available in the clubhouse).



### Violations Committee

The sole purpose of this committee is to determine whether to confirm or reject the fine or suspension levied by the Board. If at all possible, we seek to amicably settle disagreements before fining an owner.

### Social and Recreation Committee

While we do not have any current activities scheduled, we would like a list of people willing to volunteer once everything "opens up" after COVID. If you have helped in the past with breakfasts, dinner dances, etc. or want to try your hand at an event, please let us know.

## Monthly Events

2nd Wednesdays (this month February 10th)

Board Meetings @ 6 pm

3rd Wednesdays (this month February 17th)

Civic Meetings @ 7 pm

Saturdays at the Clubhouse

Bingo @ 6 pm

HOA Meeting



Pool and Clubhouse remain available for use (of course using **mandatory guidelines** set forth in the Executive Order) .

For use of the Clubhouse at other times, please contact Suzanne at [sjohstonms4@gmail.com](mailto:sjohstonms4@gmail.com) or by phone at 954-868-2048 to make arrangements.

## Community Events ... done safely.

### Social and Recreational Activities

We will keep you posted on any events that we feel can be done safely and in accordance with Broward County and CDC guidelines.

**No new activities to report, but just a reminder...**

**Bingo continues!!!**

Have some time? Want to do something? Join the folks at Bingo Saturday nights! It's fun. It's social. It's safe.



**Rummage Sale—Bake Sale canceled for 2021**

### Newsletter News:

**If you would like to receive the newsletter by email, please notify Kate Johnson by sending an email to [katejohnsonms4@gmail.com](mailto:katejohnsonms4@gmail.com). This not only makes it more available, to those not here full time, it helps with keeping costs down. It is also available on our website. If you know of any out-of-towners, please pass on the information.**



**George W. Johnson**  
Realtor®

[GeorgeWJohnsonRealtor@gmail.com](mailto:GeorgeWJohnsonRealtor@gmail.com)

***Your friendly Mainlands neighbor!***



1500 E. Atlantic Blvd., Suite B  
Pompano Beach, FL 33060



Cell: 954.536.8459  
Office: 954.545.5583  
Fax: 888.972.1653



CHARLES RUTENBERG REALTY, LLC  
*The Standard of Excellence*

**Henriette Poulin**

Licensed Real Estate Salesperson

Cell: 954-614-0255  
Fax: 877-253-0958  
[poulin.henriette@gmail.com](mailto:poulin.henriette@gmail.com)  
[hpoulin.crrsouthflorida.com](http://hpoulin.crrsouthflorida.com)





### Those We Lost...

*Losses are never easy. A piece of us goes with them. We mourn the loss of their company and their ways. Let us not forget, while we continue to live. We mourn for the friends, family members, and with the families.*

**Bill and Dee Hamilton (2020)**

**Marilyn (Mac) McKenney (2020)**

**Bill McGinley**

*"I will not say: do not weep; for not all tears are an evil."*

— Gandalf, in *The Return of the King* by J.R.R. Tolkien

*\* If we inadvertently left anyone off, please contact Kate Johnson so they can be included next month.*



### Those We Welcome!

*No new neighbors this month!*



*"Never let the fear of striking out keep you from playing the game."*

**Babe Ruth**

### **Safety and Health are Our Priority**

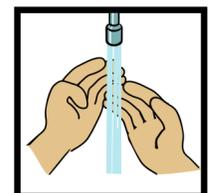
If you are at the Clubhouse, please **wear your mask at all times**. Wash your hands frequently and practice physical distancing where able. Hand Sanitizing Stations are being installed for everyone to use. In addition, sanitizing wipes are in each bathroom, so if you use the bathroom, please wipe things down after use. The fact is that we are a vulnerable population and some of our members have already contracted COVID. We want to do all we can to keep everyone safe and obey Broward County Emergency Orders. Reminders:



**Wear Your Masks**

**Observe Physical Distancing**

**Wash Your Hands**



**If you are sick, stay home, and follow the advice of your health care provider.**

## Did you know...

Healthy eating contributes to brain health? It's true. Have you ever felt a brain fog, out of sorts, or just plain blah? Sometimes it is because we are not eating what our body needs or not eating the right amounts of certain foods.



The main components of a balanced diet are five portions of fruits and vegetables per day, carbohydrates from foods such as brown rice, potatoes, cereals and whole wheat pasta, and protein from foods such as oily fish, eggs and meat. It is also advised to limit your salt, sugar and alcohol intake.

Vitamins such as folate and B12 (types of 'B complex' vitamin) support the healthy function of the nervous system (the brain, the spinal cord and the nerves). A deficiency in either of these vitamins can cause a wide range of problems, including memory problems, fatigue, muscle weakness, pins and needles, psychological problems, mouth ulcers

Food and drink to boost your brain include:

- Extra virgin olive oil. This is a healthy source of fat in the diet **and** can help reduce cholesterol levels **and** blood pressure.
- Oily fish. This is an excellent source of omega-3, which your **brain** needs to stay healthy.
- Berries **and** other deep-colored fruits **and** vegetables. ...
- Foods containing 'good fats'. ...
- Dark chocolate. ...
- Green tea. ...



**So eat smart!**

**Your brain will thank you!**



REAL ESTATE SERVICES INC.  
PARADISEREALTYINC.COM  
5904 Paradise Place Tamarac, FL 33321

**954-775-7542**

*"Available 7 days and evenings."*

**INTERNET MARKETING SPECIALIST®**

Mainlands@paradiserealtyinc.com

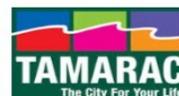
Sales, Leasing and Property  
Management Services



Paul Pacitti

### Senior Housing Shoppers Turn to the Internet For Their Research.

- 85% of senior home buyers go online to search for a home.
- 49% of senior home buyers began their research online.
- 50% of senior home buyers first learned about the home they eventually purchase online.
- Senior home shoppers place high value on neighborhood information & interactive maps.
- Good internet exposure and an experienced agent make a winning combination.



*Residing in and Serving Tamarac for 31 years.*

## RESIDENTS CLASSIFIED

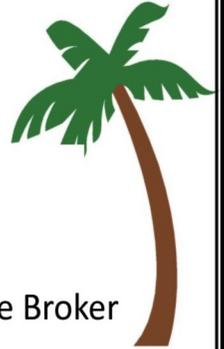
Residents may advertise items for sale or donation in a classified sized ad at no charge. Please have your ad to Kate at the HOA Civic Meeting or emailed to her by that date to make it into the following month's Reporter.

### ADVERTISING RATES FOR THE REPORTER

Residents may have one month free for a business card size ad

SIZE:		MONTHLY	ANNUALLY
Business Card	Resident	\$10	\$ 80
	Non-Resident	\$12	\$108
Quarter Page	Resident	\$18	\$162
	Non-Resident	\$22	\$198
Half Page	Resident	\$35	\$315
	Non-Resident	\$40	\$360
Full Page	Resident	\$70	\$630
	Non-Resident	\$75	\$675

Please have your ad to Kate at the HOA Civic Meeting or by email (katejohnsonms4@gmail.com) by the third Wednesday of the month to make it into the following month's Reporter. Thank you.



## C G BAKER REALTY

A Florida Licensed Real Estate Broker

**CYNTHIA G. BAKER**

**Broker/Realtor**

*Consulting, Residential, Commercial & Management*



**(954) 319-5587**

**cgboffice@comcast.net**

Scott Mangione

# TT&S Printing

954-741-5776 • Fax: 954-741-2419

4925 N. University Drive • Lauderhill, FL 33351

Email: [info@ttsprinting.com](mailto:info@ttsprinting.com)

[www.ttsprinting.com](http://www.ttsprinting.com)

## Affordable Painting

*by Anthony Delucca*

Clean, Quality Work - Attention to Detail  
Pressure Cleaning - Mainlands Resident

**954-922-5659**

4715 N.W. 47th Terrace Tamarac, Florida 33319

Licensed - Insured