

MINUTES OF THE BOARD OF DIRECTORS MEETING  
CYPRESS SPRINGS OWNERS ASSOCIATION.  
February 8, 2016

The February 8, 2016 organizational meeting of the Cypress Springs Owners Association was called to order at 7:00 PM by President Cheryl Hoover. The Board meeting was held at the Cypress Springs Clubhouse. A quorum was established with Cheryl Hoover, Winston Cooke, Wayne Hunte, Clyde Boutte, Brendan Ramirez and Bob Doane in attendance. The management company was represented by Lisa Donohue.

A security report was given by Marcy Pearse.

**MINUTES APPROVAL**

**A motion was made to accept the December minutes by Clyde and seconded by Winston. All were in favor and the motion passed.**

**ADMINISTRATIVE MOTIONS AND EPM ACTION ITEMS**

- The Board will vote to preserve the documents at the March meeting. Management will mail the notice of this meeting to all members at least 7 days in advance as required by Florida Statute.
- Management will confirm procedure on how owners who have made reservations for parties get access to the kitchen.
- Management will check to make sure all key card and numbers are accounted for.
- Management will make sure pictures from the security cameras can be put on a thumb drive if necessary.
- The ARB application of 1680 Lady Slipper for the paved driveway was approved with stipulations. The driveway will not be a circular driveway, as requested, but the pavers will come around the front of the home and stop there. Everyone involved, both Board and owner agreed with the discussed changes and the issue was resolved amicably.

**MAINTENANCE MOTIONS AND EPM ACTION ITEMS**

- Winston will show Larry the two dead trees near the 4-way stop that he would like to have cut down.
- Cheryl requested management to have Chris from Superior Fence call her to discuss alternatives to removing the gap between the bottom of the gate and the sidewalk.
- Management will mail a key card to Alex of Sunshine Irrigation.

The meeting adjourned at 8:07 with a motion from Cheryl.