

MINUTES OF THE BOARD OF DIRECTORS MEETING
CYPRESS SPRINGS OWNERS ASSOCIATION.

October 10, 2016

The October 10, 2016 Annual Membership meeting did not meet quorum with only 38 proxies and 15 owners attending. Therefore, a regular Board 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, Bob Doane, Brendan Ramirez, John Passarella, Winston Cooke, Clyde Boutte and Wayne Hunte in attendance. The management company was represented by Lisa Donohue and Stephanie Bohnert.

The results of the election of officers were as follows.

Clyde made the motion to nominate Cheryl to remain as President for another year. Bob seconded the motion. All were in favor and Cheryl accepted the nomination of President of the association.

Cheryl made the motion to nominate Clyde to remain as Vice President for another year. Winston seconded the motion. All were in favor and Clyde accepted the nomination of Vice President of the association.

Cheryl made the motion to nominate Winston to remain as Secretary/Treasurer for another year. Wayne seconded the motion. All were in favor and Winston accepted the nomination of Secretary/Treasurer of the association.

MINUTES APPROVAL

A motion was made to accept the September minutes by Clyde and seconded by Brendan. All were in favor and the motion passed.

ADMINISTRATIVE and FINANCIAL MOTIONS AND EPM ACTION ITEMS

- **A motion was made to approve the 2017 proposed budget by Winston and seconded by Clyde. All approved and the motion carried.**
- Management was requested to provide the expiration date of the current contracts of the association.
- Winston had some questions about why there are such large credit balances on the Accounts Receivable report. He will contact Sharon at EPM to discuss.
- The Board agreed that when a bid is under \$500, management can go forward with the bid once approval is given by Cheryl. If the bid is between \$500 and \$1000 the bid must go to the Board for approval but only one bid is necessary. If the bids are for work over \$1000, three bids are required and must be approved by the Board.
- The Board agreed that the legal process for violation of code enforcement must be maintained regardless of how large or small the violation is but grievances will be handled in the order of how badly they affect the association as a whole.
- The Board agreed to go to mediation with the owner on Sienna Court who continues to operate a landscaping business out of his home causing parking problems and safety concerns in Eagles Glen subdivision. He has been sent multiple letters from the management company and the HOA attorney.

- The Board also agreed to go to mediation with the owner of home on Mahogany who, despite multiple letters, refuses to pressure clean her home and driveway and trim her shrubs.

MAINTENANCE MOTIONS AND EPM ACTION ITEMS

- **A motion was made by Bob and seconded by Clyde to have Alex of Sunshine Irrigation fix the motor and impeller at the pool for \$3,500 or less and match the same warranty as Gilman Pools.**
- Larry will head up the Christmas decorations at both the main entrance and each subdivision entrance spending less than \$500 on new lights and decorations.
- Clyde will investigate precast concrete walls for the Cypress Springs Parkway wood fence replacement.
- Management was requested to ask Fred of UIL to trim the ligustrums at the pool when they trim the trees in November.

The meeting adjourned at 8:20 with a motion from Cheryl. November's meeting is November 14th.