

MINUTES OF THE BOARD OF DIRECTORS MEETING  
CYPRESS SPRINGS OWNERS ASSOCIATION.  
November 2016

The November 2016 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, Winston Cooke, Clyde Boutte and Wayne Hunte in attendance. The management company was represented by Lisa Donohue.

**MINUTES APPROVAL**

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

**ADMINISTRATIVE and FINANCIAL MOTIONS AND EPM ACTION ITEMS**

- **A motion was made by Bob and seconded by Cheryl to withhold \$100 from the clubhouse reservation deposit of a homeowner that left the clubhouse filled with trash after a party they sponsored. There were four “yes” votes and one “no”. The motion carried.**
- The Board agreed to refund the entire deposit to owner in question about the broken railing at the clubhouse. It was not proved to be the owners fault; therefore the entire deposit will be refunded.
- Management was requested to have the association attorney send a letter to Shady Oaks Lawn and Pool at 1842 Blue Fox Court for operating a business from the home.
- Two Eggs will be asked about the rusty handrails in the clubhouse bathrooms and the baseboards that continually need to be re-glued. Management will inquire if Two Eggs is hosing down the bathrooms when cleaning. This may be what is causing moisture related issues.

**MAINTENANCE MOTIONS AND EPM ACTION ITEMS**

- **A motion was made by Winston and seconded by Bob to approve the bid from UIL for \$8825 for landscape renovations on Cypress Springs Parkway. There were four “yes” votes and one board member abstained. The motion passed. The funds will come from the annuals and tree trimming line items on the income and expense sheet.**
- **A motion was made by Cheryl and seconded by Clyde to approve the new precast wall installation on Cypress Springs Parkway for no more than \$240,000. It will be stucco walls with ledge stone posts. Neutral colors will be chosen close to the colors advertised in the brochure. All agreed and the motion carried.**

The meeting adjourned at 8:39 with a motion from Wayne. December’s meeting will be held on December 12<sup>th</sup>.