

MINUTES OF THE BOARD OF DIRECTORS
CYPRESS SPRINGS OWNERS ASSOCIATION.
AUGUST, 2018

The August 13, 2018 Board of Directors meeting of the Cypress Springs Owners Association was called to order at 7:05 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, Wayne Hunte, Jon Passerella and Clyde Bouette and Shawn Wethington present. None were absent. The management company was represented by Lynn Edwards of Home River Group.

The Proof of Notice was signed by Cheryl Hoover, President.

MINUTES APPROVAL

A motion was made to accept the July 9, 2018 meeting minutes by Clyde and second by Wayne. All were in favor and the motion passed.

Arroyo Landscape Presentation

- Randall Arroyo was present and answered the Board's questions regarding the new landscape contract and expectations.
- Randall advised the Board service would be on Saturdays at 730 am through October 31, 2018. Service would then return to Thursdays and Fridays.

Treasurer's Report:

- Winston gave a financial update through July 2018. He indicated the association was under budget by about \$59,000.
- Management advised the Board that the financials in the Board packets were draft only and not approved by Winston.

Committee Reports:

Landscape report was given by Winston.

- Winston announced Arroyo Landscape will now service the association.
- Management announced the County had been contacted regarding mowing the ponds and Arroyo would keep an eye on them. They could be mowed for an additional fee.
- Management announced certified notice was given to Ultimate Image but Fred announced he could not service the property for the last month due to a shortage in man-power. Arroyo started early to accommodate.

Maintenance report was given by Larry.

- Larry fixed the ladies room faucets.
- Larry installed the solar lights at Brandy Mill and they are working great.
- Clyde asked Larry to look at the lights at the exit, they are not working

ARB report was given by Cheryl

- There are no open ARB requests.
- Management mentioned 6 months is given for the time to complete project.

Manager's Report was given by Lynn

- Management provided the report for August 2018 in the Board packets.
- Violations were discussed, and report provided. Management continues to inspect the property twice per month as contracted.
- The Legal report from Martel and Ozim was provided in Board packets. Management will follow up on various matters and give direction to the attorney.
- Collections listed on the Homeowner Aging Report indicate 2018 assessments due at \$31,146.81; 2017 homeowner assessments due are 6,785.10 and 2016 assessments due are \$9,489.18.

Old Business:

- Playground: Management was asked to contact Brendan and obtain all files for the playground and Neighborhood Grant.
- Bob motioned and Cheryl second the motion to use \$50,000 from reserves site improvement GL to fund the playground project. All in favor and the motion passed.
- Clyde motioned and Cheryl second the motion to provide \$500 to Home River Group to complete the Grant application. All in favor and the motion passed.
- Management was asked to check with the association's insurance agent to inquire on the insurance requirements of the playground structure and liability.

New Business

- The Board was presented with a revised clubhouse rental agreement that Winston and Lynn drafted. The new agreement allows for charging the owner with the cost of mandatory security at the rate Last Chance is charging the association. Winston motioned and Cheryl second the motion to accept the agreement as written. All in favor and the motion passed.
- Management was advised to have Last Chance Security only service the association on Saturdays and Sundays 12 -8 effective immediately. They are also to be present for any parties and Labor Day Monday.
- Management was asked to have Larry order two signs for the clubhouse with the new address of Cypress Pavilion Parkway on them. Larry will get them.
- Winston informed the Board he would like more cameras and a new DVR to accommodate all the cameras. Management was asked to get a proposal from Lane Electronics for the 2019 Budget.
- Management was asked to check on the legality of placing the camera feeds on the CSOA website.
- Larry was asked to mow 1838 Branchwater and bill the association. This will be placed on the homeowner ledger for collection.

Open Floor

- Cheryl opened the floor to homeowners present and there were no floor discussions
- Winston mentioned Marjorie would like more blue lights this holiday season.
- The meeting adjourned at 8:11 pm with a **motion from Bob.**

The next meeting will be held on Monday, September 10, 2018 @ 7pm in the pavilion.