

MINUTES OF THE BOARD OF DIRECTORS  
CYPRESS SPRINGS OWNERS ASSOCIATION.  
September 14,2020

The September 14, 2020 Board of Directors 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, Bob Doane, Gina Dreistadt Linda Mitchell, and Wayne Hunte and John Passarella. 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 August 10, 2020 meeting minutes by Wayne and Cheryl second the motion. All were in favor and the motion passed.*

**Treasurer's Report:**

- Winston gave the Treasurer's report. The financials for August 2020 were reviewed by Winston.
- Winston reported the receivables continue to be low.
- Winston reported the association was slightly over budget by approximately \$6450. This is expected due to various repairs and COVID 19 expenses.
- The Board discussed the need for night roving patrol with Last Chance Enterprises and decided to continue the current schedule.
- Management was asked to contact Dennis and obtain better reports.
- Management was asked to produce a newsletter regarding open garage doors.
- Winston reported the 2021 budget would be based on no COVID issues.

**Committee Reports:**

**Landscape report** was given by Winston.

- *Winston motioned and Gina second the motion to accept the Arroyo Landscape proposal not to exceed \$2300 for the Deer Lakes entrance project. All in favor and the motion carried.*

**Playground report**

- The playground committee was represented by Holly. She wanted to propose that the gate from the playground to the pool be moved to another location.
- The Board discussed the need for the fence around the playground since Dave's Fence was having trouble with materials and permit. Management advised the materials had arrived, but the permit was still on hold. The Board decided to not install until the permit was obtained. Management was asked to check with Sihle Insurance regarding the requirement of a fence and insurance costs.
- Management as asked to obtain insurance costs on an adult exercise area. Gina volunteered to gather pricing on the actual equipment.

- Management was asked to contact Lane Electronics regarding an amenity card reader for the playground gate.

**Maintenance report** was given by Larry

- Larry advised the main gate to the pool needs a welder. All the gates are not working. Management informed the Board that Lane Electronics had been scheduled.

**ARB report** was given by Cheryl

- A recent ARB report was provided to the Board in the Board packets.
- A board member questioned the ARB color approval of a home on Cypress Ridge. He indicated it was purple and unsightly. Management was asked to check on the home and make sure the approved colors were used.

**Manager's Report** was given by Lynn

- Management provided the report for September 2020 in the Board packets.
- Management advised that the October meeting was noticed 30 days prior to the meeting as the annual meeting. The agenda, proxy, and intent to be a candidate forms were mailed according to HOA documents and Florida Statutes. The proxy had a typographical error on the date to return the proxy. This will not affect the notice requirement.
- Management advised that the October meeting was noticed as the budget adoption meeting. A second mailout of the proposed budget will be mailed 14 days prior to the budget meeting.
- Management advised the October meeting was noticed as a Rules and Regulations Meeting. This would allow the Board to adopt the Resolution for Document Inspection.

**Old Business**

- The opening of the amenities was discussed. The Board decided to keep the amenities open as currently scheduled. Monday through Sunday, 6am – 9pm.
- Pool attendants will be scheduled for Saturday, and Sunday only and from 11 am until 7pm. Owners will no longer be required to sign a weekly waiver. Signs are in place to advise owners of the proper social distancing related to COVID 19. Beginning October 1, 2020, pool attendants will no longer be on property due to the Winter schedule.
- Chairs will continue to be unavailable. This is due to proper cleaning and sanitizing concerns.
- Cleaning will be scheduled for Monday and Friday until October 1, 2020. This begins the Winter schedule for Two Eggs Janitorial. The cleaning schedule for the Winter is Monday only.

**New Business**

- None .

**Open Floor**

- None

The meeting was adjourned at 8:23 pm by Bob.

**The next meeting will be held on Monday, October 12, 2020 at 7pm. This is the Annual Membership meeting, Budget Meeting, Organizational Meeting and Rules and Regulations Meeting.**