

**Cypress Lakes Owners Association  
Board of Directors Meeting**

**Meeting Minutes  
February 23, 2014**

**Approved Minutes of December 21, 2013 Meeting**

**Old Business**

1. Signage at Park and Ramps... Signs are installed at the park and ramp entrances.
2. Landscaping Update... Flowers were planted in the beds at the entrances by the landscaper. The board discussed the possibility of getting families to adopt the entrances to help with maintaining the entrances with excellence. This was tabled until the next meeting. Charles might bring this up at the annual meeting to get a response.

**New Business**

1. Update on 2014 Assessments... 50 members still have not paid. Invoices will go out again with the annual meeting announcement.
2. Budget Needed for 2014... Mike was asked to speak to our bookkeeper asking her to prepare a budget based on last year's expenses. This budget will be presented to the board in advance of the annual meeting for review.
3. Rekeying of Locks at Ramp... it has been 3 to 4 years since the ramp keys have been changed. The board voted to rekey the ramp locks this year. New keys will be available to the attendees of the annual meeting. Everyone else can obtain a key by contacting the webmaster to arrange a time to pick up the key. The board voted to ask ACE to copy 100 keys.
4. Planning for Annual Meeting
  - a. Date—March 25
  - b. Location—Francis Lake Baptist Church
  - c. Election of Officers/Nominating Committee... Mike Williams will be the nominating contact person along with Dewayne Carson. Tim and Chris are up for reelection.
  - d. Refreshments of water will be provided and Tim will get the water.
  - e. Speaker will be Crawford Powell our county commissioner. He will update us on projects and activities going on in our area of the county.
  - f. Approved mailing annual meeting announcement, unpaid invoices, proxy, rekeying notification. Mike will complete the mailing before February 28.
  - g. Other Items... none

5. Spring Yard Sale
  - a. Date will be May 3.
  - b. VDT Ad... Robert
  - c. Signs... Robert
  - d. Balloons... Tim
  - e. Other Items
  
6. Other Spring Activity Ideas.... The board voted to have a spring movie in the park May 3 after the yard sale. Details will be worked out later. Also discussed was a retry of the wine and cheese party maybe in April. Details later.
  
7. Other Items
  
8. Next Meeting—TBA

**Cypress Lakes Owners Association  
Board of Directors Meeting  
Meeting Minutes  
March 12, 2014**

**Approved Minutes of February 23, 2014 Meeting with all board members present**

**Old Business**

9. Update on rekeying of locks at ramp. Charles will pick up the keys before the annual meeting and will disburse them at the annual meeting. Cylinders will be changed March 26<sup>th</sup>. Charles will give the board members keys to pass out to the members in good standing on the days following. Each key given out will be recorded for security purposes.

**New Business**

1. Update on 2014 Assessments. Robert reported about 40 members have not paid. About the same as last year. Past due letters will be sent next month to the ones who are delinquent.
2. Budget Approval. The 2014 budget was discussed with several items adjusted. The budget was approved as amended and will be presented at the annual meeting.
3. Treasurer's Report of Financial Standing at end of 2013. Robert went over the 2013 year expenses. Reported a loss of \$139.64. However, there is still \$23,966 left in the checking account. His report will be presented at the annual meeting. Charles recommended Robert ask the bookkeeper to file our income tax return for 2013.
4. Approval of 2014 Goals. Charles presented the boards goals for 2014. Several items were added to the list and this will be presented at the annual meeting.
5. Approval of Agenda for Annual Meeting. Charles went over the agenda and the board approved it.
6. Confirmation of Plans for Annual Meeting. The board will be at the annual meeting at 6:00 to set up.
  - a. Date—March 25, Location—Francis Lake Baptist Church, Election of Officers/Nominating Committee. Mike will run the election. The board went over the list of members and each board member will contact residents to seek help on the board. They will be asked to allow their names to be placed in nomination at the annual meeting. Speaker-Crawford Powell was confirmed
7. Towing Contract was discussed at length. A motion was made and seconded to enter into contract with A-1. The board voted yes on the motion. Tim Davis will contact A-1. A-1 Towing will give us signs to place in the park and at the ramps. The board is entering into a limited contract with A-1 Towing. Before A-1 is asked to tow a vehicle, 2 board members must agree to the action. Tim Davis back yard is next to the parking area at the park and will monitor cars left. All board members will also seek to monitor the areas.
8. Other Items. The irrigation system at the park needs repair, so Robert will ask Kirk to give estimate on the repair.
9. Next Meeting—Following Annual Meeting with a new board of directors.

Cypress Lakes Owners Association  
Board of Directors Meeting Minutes  
April 7, 2014

The board read and approved the minutes of the March 12, 2014 meeting.

The board read and approved with some modifications the minutes of the annual meeting on March 25, 2014.

New officers were elected as follows: Charles Backes, President; Chris Sanders, Vice President; Mike Williams, Secretary; Robert McGeehan, Treasurer; and Phillip Guthrie, board member at large .

**OLD BUSINESS**

- 1) Discussed the annual meeting to see if there is a way to get more member participation at this meeting next year. Last year we served snacks and water.
- 2) Mike will get Charles a PDF file to include 2014 Annual minutes, balance sheet, budget, and goals for 2014.
- 3) Annual meeting.... No food or refreshments did not diminish the numbers, however the crowd was larger than last year. Board discussed how to get more people involved. Will try the web as a tool to accomplish this. Crawford Powell did a good job at the meeting communicating things going on in Lowndes County that affect our neighborhood.
- 4) 24 owners have not paid their dues. A past due letter will be sent out next to try and collect the remaining dues. There are 3 foreclosures. This will be discussed the next meeting.

**NEW BUSINESS**

- 1) The yard sale and movie in the park are scheduled for May 3. Robert will get the signs out, place the ad, and confirm the placement of port a potties. Tim will place balloons for the yard sale. Chris will handle renting the screen, projector and sound system. Mason (Robert's son) will put flyers in everyone's mailboxes. Robert will think about an appropriate movie and present it to the board for approval.
- 2) Website and Email.... Charles gave the details of our present web site and its costs. Phillip will come up with a plan to bring the site up to date and make it more effective. Phillip said GoDaddy might be the way to go in the future. It was decided to keep the current domain name, but update the software for the site.
- 3) Annual Georgia registration will be filed by Charles
- 4) Annual liability insurance for the board members has been applied for and Mike will give the insurance a list of new officers. Valdosta Insurance Agency is our insurance company.
- 5) Next meeting TBD.

**Cypress Lakes Owners Association  
Board of Directors Meeting**

**Meeting Minutes  
May 12, 2014**

**Meeting started at 6:30 P.M.**

**Board Members present Charles Backes, Chris Sanders, Robert McGeehan and Phillip Guthrie.**

**Approval of Minutes of April 7, 2014 Meeting- Approved**

**Old Business**

10. Approval of New Website- Board Approved website for 1 year and understands the site will be a work in progress. Changes have already been made to better the site.
11. Annual Registration- Corporate Registration has been filed.
12. Income Taxes have been filed.

**New Business**

10. Update on 2014 Assessments- 21 delinquent property owners outstanding.
11. Approval of Delinquent Account Letter- Approved to be sent.
12. Discussion of Spring Events- Board is looking into cutting the yard sales back to one a year due to lack of participation. A poll will be designed and sent out.
13. Dates for Fall Events- Autumnfest is scheduled for October 26<sup>th</sup> and Holiday in the Park is scheduled for December 13<sup>th</sup>.
14. Summer Maintenance Issues- Chris will contact Bobby Underwood to repair irrigation in the Park.
15. Other Items- Robert is checking into mosquito spraying and will report back with the cost. Website utilization for polls and announcements.
16. Next Meeting—TBA

Meeting adjourned at 8:00 P.M.

**Cypress Lakes Owners Association  
Board of Directors Meeting**

**Meeting Minutes  
September 11, 2014**

**Approved of Minutes of May 15, 2014 Meeting**

**Present were Charles Backes, Mike Williams, Chris Sanders, and Phillip Gutherie**

**Old Business**

13. Status of New Website

- a) Charles made PDF files of the years 2007 through 2014 current of all minutes of meetings.. These PDF files will be placed on the new website for all to view.
- b) Phillip will update the calendar on the site

14. Other

- a) Agreed to invite Giovanni to the next board meeting to answer the following: 1-How can the neighborhood get more and better internet service, ask what other services might be available to the neighborhood since this is an issue to potential buyers 2- Get an update on the missing letters for entrance signs 3-ask about new lighting in the new section 4- repair the irrigation system at entrances 5- repair the electrical outlets at the entrances

**New Business**

17. Update on 2014 Assessments

- a) 13 unpaid invoices
- b) Board agreed to send out attorney letters. Mike will get invoices from the bookkeeper and give to attorney for mailing.
- c) Mike will check on new property owners that purchased before July 1, 2014 and bill them \$50 for a half year.

18. Discussion of Fall Events

- a. The board voted not to have a Fall Yard Sale in 2014
- b. Adopt-A-Road Litter Pick Up to be worked on as the weather cools down
- c. AutumnFest  
The date is set for October 26  
Millers will be asked to supply the BBQ again since last year was so good  
Tim will get the kids “stuff”  
Chris and Robert will get the porta potties ordered. Also they will get the bounce house and slide ordered  
The time will be from 1 to 4  
Charles will compose flyers and get an email out to the owners

Robert and Chris will put the flyers in the mailboxes

Phillip will update the calendar

d. Holiday in the Park

Date set at December 13

The board will work on this event after Autumnfest

e. The board voted not to host the Sunset in the Park for 2014

f. Other

Phillip recommended we have something for the teenagers and further recommended we host an under 18 fishing tournament for the community. After motion and second to host the event discussion followed : a) only children of members in good standing may enter b) must have adult confirm catch and fill out a supplied entry form c) must supply photo of fish and weight plus length d) this will be a catch and release event e) Phillip will work on a banner to be placed at the boat ramps f) Prizes will be given for largest bass, Brim, and other fish g) Charles will work on the flyer announcing the event

19. Mailing/Letter to Membership

Charles will work on letter to be mailed to the owners notifying of the fall events

20. Discussion of Lake and Park Issues

a. Fishing Report

Evidence is that fishing is good in the lake. Kids are fishing and we like that.

b. Weeds and Spraying.... Giovanni will not spray the weeds on west side of the lake.

Owners will have to spray their own part of the lake

c. Landscaping

Is looking good, but from time to time the landscape owner is being motivated to mow or trim in areas missed.

d. Signage

Signs are made but not placed in the park due to lack of rain. Charles will place signs when necessary

e. Other

Mentioned that dog walkers should control their dogs not allowing them to “poop” in their neighbors’ yards.

21. Other Items.... none

22. Next Meeting—TBA

# Cypress Lakes Owners Association Board of Directors Meeting

## Meeting Minutes November 24, 2014

**Present:** Charles Backes, Chris Sanders, Robert McGeehan, and Mike Williams

### Approved Minutes of September 11, 2014 Meeting

#### Old Business

1. Review of 2014 AutumnFest- Board agreed it was a success.
2. Website Voting Polls- Phillip set up a poll for garage sales and over 20 voted to have garage sales in spring and fall. The board took this under consideration and voted to have 2 garage sales a year. This web based poll is a great way to get info from the community.

#### New Business

1. Phase Two Dock Extension Project Approved with discussion. Chuck Banks is the contractor. Charles will be the “project manager” and relay progress to the board. The board discussed the size and length of the dock/pad. Charles will keep the board up to date.
2. Planning for 2015 Assessments
  - a. Letter was approved to go out to the community concerning assessments. Mike will get Amanda to print the invoices and mailing labels. Mike will put together the mailing to include invoices, holiday in the park, and decorating contest. The board approved paying for color letters and brochures.
3. Annual Meeting Date and Location
  - a. March 17? Or March 31? The board discussed both dates and if the 17<sup>th</sup> works out that is the date the board would like to have the annual meeting otherwise the 31<sup>st</sup> will be the alternate date..
  - b. Francis Lake Baptist Church will be asked to host the meeting again this year. The board voted to send the church a contribution from the board as a thank you for allowing us to meet there. The amount is \$50. Serving light refreshments will be discussed the next meeting.
4. Review of Plans for Holiday in the Park
  - a. Date (December 13, Santa, Uncle Harry, arrives at 4:00)
  - b. Activities
    - i. Santa was not confirmed at the board meeting, but was confirmed the following day..
    - ii. Movie equipment is ordered and the movie will be “Home Alone”
    - iii. Horse and Carriage set up with a deposit paid
    - iv. Train confirmed by Chris Sanders
    - v. Porta Potties to be placed away from the park and Robert will confirm it.
    - vi. Pop Corn – the Gulimettes will be asked to get the pop corn for the event.
    - vii. Set Up to be done by the board.
5. Holiday Decorating Contest. The board voted to have a “residents choice” decorating contest this holiday season. A letter will be prepared to go out around December 1 describing it to the community.



Voting will be online and Phillip will set it up. The 5 homes to get the most votes will be entered in the run off to be held 2 weeks before Christmas. The board will get together and place signs on the properties that won. Gift card of \$50 will be awarded to the first place winner. The next 4 places will get a gift card for \$25 each.

6. Front Entrance Decorations. Don and Nell Reckner asked that the board allow them to decorate the front entrances. The board gave it's permission and voted to give them a budget of \$300. The board welcomed this participation by the Reckners.
7. Other Items... The board voted to send the Twin Lakes Fire Department a donation of \$100 to help off set cost of the fire department. Each property owner in the community have been solicited to contribute also.
8. Next Meeting—TBA