

Cypress Lakes Owners Association

Board of Directors Meeting Minutes

March 30, 2021

Members Present: Charles Backes, Lloyd Shaddix, Jessica Spells, Nick Westberry, and Chris Sanders

The meeting was called to order at 6:00 PM

1. Election of Officers and Terms for Board Members

The board elected the following officers:

President-	Lloyd Shaddix
Vice President-	Nick Westberry
Secretary-	Chris Sanders
Treasurer-	Jessica Spells
Member at large-	Charles Backes

The board also voted to set the terms for board membership as follows. This was done to reestablish terms according to the Bylaws since elections were not held in 2020 due to the pandemic.

1-year term: Nick Westberry, Chris Sanders, and Jessica Spells

2-year term: Lloyd Shaddix and Charles Backes

2. Approval to Start Website.

Board Members approved Charles Backes to pursue/purchase website domain etc.

3. Signature Card at Synovus

Charles Backes motioned that a new signature card be established at Synovus Bank to remove former board member Herb Fiester and to add the current board members as documented in these minutes.

4. Closing Discussion

A brief discussion was held regarding items for the next board meeting. The date for the meeting was set for May 4, 2021.

Meeting adjourned at 6:45 PM.

Board of Directors Meeting Minutes

May 4, 2021

Meeting time 6:00 PM

Members present: Charles Backes, Lloyd Shaddix, Jessica Spells, Nick Westberry and Chris Sanders

Approval of previous minutes- Approved.

Old Business

1. Jessica Spells will handle the signature card and deliver minutes to the bank.
2. Rubber Mulch was handled for park by Lloyd Shaddix. Mulch was spread by multiple residents.
3. Social Media will be handled by Charles Backes. Nick Westberry's handling messaging through email.

New Business

1. Nick Westberry was authorized to make a 3rd yard sale sign.
2. Website was presented by Charles Backes. Go Daddy is the provider. Domain is for 5 years and website is secured for 3 years. Charles has a great start, and this will be the go-to site for all questions, covenants, by-laws, realtor info and minutes from the meetings. Jessica Spells suggested to add a section highlighting the amenities of the neighborhood. Charles Backes had an idea to add a newcomer section and maybe a "shop local" section.
 - a. The idea of a magnet with the site listed to help promote usage of the website. Nick Westberry suggested that we establish one email to streamline the communication process. The website is still under construction!
3. Dates for future events:

Yard Sales- August 7, 2021, November 6, 2021, and February 5, 2022.

AutumnFest- November 7, 2021.

Holiday in the Park- December 18, 2021.

HOA Annual Meeting- March 22, 2022.
4. Meeting to be scheduled with the Developer to discuss enforcement of covenants, architecture committee and beautification projects. Lloyd Shaddix will schedule a meeting. Note: The meeting has been scheduled for May 6, 2021.

5. Cliff Stoner, a resident, dropped into the meeting to ask about the enforcement of covenants. The questions he asked focused primarily on out buildings and RV storage. The board listened to his concerns and advised that they were working on these issues.
6. Chris Sanders will reach out to Herb Fiester for meeting minutes from previous years to be added to the official notebook and the website.
7. Collection of Annual assessment- Statements go out early December and Due January 1st. We will follow By-Laws for Annual Assessments. Late Fees will be assessed. Certified letters requesting payment for those who are delinquent will be sent out.

Next Meeting June 29, 2021

Meeting Adjourned at 9:00 PM.

Approval Date: TBA

Cypress Lakes Owners Association

Board of Directors Meeting

June 30, 2021

Meeting started at 6:15 PM

Members present: Lloyd Shaddix, Charles Backes, Nick Westberry, Jessica Spells and Chris Sanders.

I. Approval of Meeting Minutes from May 4th- Approved

Officer responses and updates:

Jessica- signature card and delinquent accounts- card presented and signed. We have \$6190.13 delinquent funds. Next steps for delinquent accounts we recommended sending a certified letter addressing past due balances.

Nick- sign- at Webb Graphics being finished up.

Chris- past minutes- Chris will check with Herb Fiester again and all past Members will check their email as well.

Charles- websites- Charles updated us on status of website also suggested we get the site out to the residents. Minutes are being added and are still under construction.

Lloyd- meetings (2) with Giovanni- Lloyd updated us on status of the meetings with Giovanni. We also discussed letters that were sent out concerning covenant violations.

2. New Business:

1. More effective communications with residents- offer a general meeting to all residents. Email List needs to be updated to improve communication. Suggestion was made to send out self stamped card to be returned. Magnets for fridge with contact info headed up by Nick.
2. Owners meeting to discuss covenants- discussed reaching out to the Developer to work out a possible resolution. Confirm the Developer is open to discussion.
3. Delinquent accounts, amnesty, & annual assessment adjustments- suggestion of a 30 day

amnesty for late fees.

4. Staffing & planning future events.

August 7th Yard Sale- Nick will do signs and Facebook. Chris will handle balloons. Lloyd will handle email.

November 7th Autumnfest- Catering will be handled by Lloyd. Bounce houses will be handled by Jessica. Chris will handle Milos porta potty. Nick will check with Kona Ice.

December 18th Holiday in the Park- Horse and Carriage ride will be handled by Robert McGeehan. Santa will be handled by Jessica. Bounce house will be checked on by Chris and he will also handle Milo porta potty.

5. Items from the floor- Check on Flags at the entrances.

6. Set date, time & location of next meeting- TBD

Meeting adjourned at 8:15 PM