

CYPRESS PINES PROPERTY OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
December 20, 2017 – 4:30PM

Meeting Called to Order by: Laurel Ciprari, President – 4:33 PM

Members Present: Laurel Ciprari (President); Linda Lofink, (Vice President); Paula Carnell, (treasurer) Jere Carrick; Phillip Koenig; Larry Steuber and Andrew Allen; Michael Swords (Late).

Absent: Kelly Morgan

Quorum established for meeting purposes.

Agenda was changed adding the Drainage Committee to the committee list. Motion to approve change by Paula Carnell, Second Phil Koenig. All approved

Action Items:

MINUTES:

Approval of Minutes from November 29, 2017 Meeting. Motion made to modify the minutes. Change the social committee requesting \$200 to requesting \$300. Also listed in the Social committee report.

Motion made by: Larry Steuber; Second by: Linda Lofink. All approved

BUDGET

Approval of the Treasurer's Report:	<u>November 2017</u>
Operating Account Ending Balance:	\$ 17,605.95
Preferred MMA Ending Balance:	\$ 53,906.21
Preferred CD Account:	\$ 76,718.81
	\$ 148,230.97

Motion by Jere Carrick Second by Larry Steuber. All approved

UNFINISHED BUSINESS/ OLD BUSINESS

BUDGET 2018: There was a lot of discussion on the budget. The budget Committee reviewed the budget again for possible other changes and provided the board with a new budget with all the changes that were recommend. Paula updated the report with expenses in December and passed out a new copy to all board members. Proposing a total revenue of \$97,000 reflects \$35,000 moved from CPPOAI account, operating account of \$41,000, add \$16,000 to roads and \$40,000 to Drainage. Move the approved projects to a separate page. Reflecting \$65,628 if 2018 budget not approved and \$121,629 if 2018 budget is approved. The gates are the only line item that cannot be changed by the board, it has been approved by the whole membership at an annual meeting. Paula would like to have someone later to explain the gate process. The Board approves the budget, the board has the authority to expense and allocate the approved projects except the gates. All electric bills and the percentages paid by CPPOAI should be reviewed by the budget committee, and report back to board. Jere said the budget must be posted 48 hours in mail house before it is final. The board accepted the budget and at next meeting it will be approved as is unless a lot of questions from the

posting. and Drainage expense to \$40,000. Motion made by; Paula Carnell to accept the 2018 budget and post it in mail-house 48 hours before next board meeting for review and comments at the next board meeting. Second by; Larry Steuber. All approved

Motion by Paula Carnell to post the 2018 budget with instruction on the bottom to write any concerns and put in CPPOAI box 48 hours before our next board meeting on January 18th 2018, and it will be the first agenda item. After comments addressing budget already approved by board will be passed. Second by Larry Steuber. All approved.

BANKING RELATIONSHIP: Laurie said she met with a bank Representative from a large bank BB&T and they said we should stay where we are. Laurie also talk to our current bank from a recommendation that Jere made at our last meeting. Preferred Bank is willing to close the current CD and waiver the cost, so we can sign up for a better CD plan currently being offered. Linda Lofink made a Motion to stay with Preferred Bank, close out the old CD at no cost to us and sign a new CD at 1.4%; Phil Koenig Second. All approved

QUICKBOOKS/CLOUD: Take QuickBooks off the desktop and put it in the cloud, they are offering the software at \$25 per month. Access for three people, it is secure. This will let the president, vice president and Treasurer access to the books. Phil Koenig made a motion to accept Paula proposal of purchasing QuickBooks software at \$25.00 month for the cloud version and have three people have access, President, vice President and treasurer; Second by Paula Carnell. The cost would out of the administration cost. Paula made a statement that she does not know if she will be treasurer next year. Mike Swords came in at this time had major concerns about the learning curve and asked if it had a tutorial; Paula said there was a 30-day free trial, so we can see how it worked. Phil Koenig made a motion to rescind his previous motion second Linda Lofink; all approved. Putting back on agenda as unfinished business.

CONTINGENCY FUND TRANSFER- ELECTRIC: CPPOAI paid last two months of Majestic bill from last year 2016, in 2017 therefore electric funds in 2017 budget were insufficient. Majestic said they will have the invoice to her soon, so it can be paid this year. Motion to move \$2,500 from the contingency fund to the Electricity line by Mike Swords; Second by Linda Lofink. All approved. A lot of additional discussion after the motion was approved to move the money. All electric bills and the percentages paid by CPPOAI should be reviewed by the budget committee, and report back to Board

NEW BUSINESS

NONE

COMMITTEE REPORTS

RENTAL/RESALES: One resale 20012 Lake Vista. Two rental forms both approved. Foreclosure on Sundby property they are paid up, and someone is cutting the grass. Mike Swords said someone bought the place at the auction Renewal rental applications still outstanding. Mike Sword or Ziggy Lorenz will contact the delinquency member from Germany.

BUDGET-OUTSTANDING DUES: Two outstanding as of meeting time. Majestic still outstanding on receivables. The Same person is delinquent. Ed Olesky owes \$100 for violation.

ARCHITECTURAL: Jere reported none at this time. One before approved for painting house same color will be revisited. Approved by committee Jere, Larry, Steve, and Paula. This approval happened before the board approved that the architectural committee must post 48 hours before their meeting. Jere said we should address the color of the house, he has received multiple comments. Phil would like to get a copy of the request, since he is on the committee and did not see it. He does not have to approve currently. Michal Swords said the Architectural committee is ruled by article 17 to approve all request, I assume everyone knows what Article 17 means. Jere thinks duplex needs to be painted the same color no Phil Koenig disagreed with his statement. Mike Swords keeps on saying we must follow the bylaws, he was told the approval of last month's meeting did follow the by-laws. The architectural was tabled to next meeting as unfinished business.

RULES ENFORCEMENT: 2 violations went out, one was corrected. They will send in an architectural form to correct the problems. The other was on motorcycles, Laurie talked to them. Laurie got a nasty comment back on one of the forms on trash cans. One person has a compost in the middle, Mike Swords will follow up. Mike Swords will look at the people trash barrels that are not here and since he has a key will put them inside. Coach house with wrecked garage door, Mike Swords will check with them.

STREETS/MAINTENANCE:

All lights have been reported, even accident pole. JTE electric company is coming to provide estimate on three items: Light in Mail-house either out or flickering, front entrance, and two lights on concrete pole with bulbs. The fence around the electrical box not fixed Light on flag is off, Jere Carrick will check, Phil Koenig will work with him.

DRAINAGE: Already talked a lot about drainage. Drainage committee will not meet until Budget is approved. Need engineer to provide some feedback, need water to go to canals, not flowing now due to crushed pipes. Drainage pipes need to be clean.

SOCIAL MEDIA: Newsletter went out to all members. The Board thanked Doris for an outstanding job. Working on changes to the web site. Paula Carnell and Phil Koenig will meet with Roy on the web site maintenance.

SOCIAL: Social Committee

The party was a great success, Barry and Tina played, Larry thanked Dixie Burrell and Janet Locke for all their work. Doris Moore won the best decorated cart, Janet Jackson won the ugly sweater contest and many other won things. Motion by; Paula to approve payment of \$242.00 to Larry Steuber, Second by Larry Steuber. All Approved.

NEIGHBORHOOD WATCH: Need a list of individuals on the neighborhood watch posted in the mail house. December 28th meeting at 1:00 a meeting with any neighbors interested in being on the committee.

MAILHOUSE: Diana Benoit has everyone setup for the coming months. Thing are working fine.

NOMINATING COMMITTEE FOR 2018. Mike Swords commented that there was a lot of interest in running for the board. He feels there will be about 10 applicants, one current member said they are running. Michael will be posting in the mail house for people interested in applying for the board to contact Mike Swords. Mike Swords will provide a list of people running. As a reminder there will be four board positions up for election, Kelly Morgan, Linda Lofink, Laurie Ciprari and Phil Koenig.

OTHER

ANY OTHER ITEMS –DIRECTORS QUESTIONS. Many Board members think we should give the members time to speak after each topic. Need to discuss the architectural process.

ANY OTHER ITEMS – MEMBER QUESTIONS:

UPDATE - KINGS GREENS AND MAJESTIC -JERE it took the insurance company 2 ½ months to commit to getting work done, \$80,000 dollars bid to clean up from the damage, trees, and other things. Building needs a lot of work. Pool about completed. Internet and computers back and running just couple weeks ago.

Motion to adjourn by Paula Carnell Seconded by Michael Swords.
All approved - 6:20 PM

NEXT MEETING–January 18, 2018 at 4:00 pm