

**CYPRESS PINES PROPERTY OWNERS ASSOCIATION, INC.
(CPPOAI)**

**MINUTES OF MEETING OF THE
BOARD OF DIRECTORS**

The meeting of the Board of Directors was held VIRTUALLY on January 28, 2021, at 4:30 PM as set forth in the notice of meeting setting such time and place, and is attached to the minutes of this meeting. Notice of meeting was posted on the bulletin board located in the Mail House forty-eight (48) hours prior to the meeting. President call the meeting to order at 4:30 PM.

Board of Directors present were: Jim Bartel, Diana Benoit, Gary Dietrick, Linda Lofink, Howard Stitt, John Thistle, and Diane Zigrossi. Those not present were Jere Carrick and Larry Stueber.

COMMENTS FROM THE PRESIDENT: Jim B. welcomed visitors and announced he will be stepping down from the Board of Directors sometime after the Annual Board Meeting.

COMMENTS FROM THE MEMBERSHIP: Phil Dent stated that on November 10 and 22, he tried to go into the portal to review it. Jim B. explained that it would not go active until after the Annual Meeting.

ACTION ITEMS:

1. Approval of January 28th, 2021 Agenda – A motion was made by Diane Z. to approve today's agenda; Howard S. seconded it. Motion approved.
2. Approval/Corrections to December 10, 2020 Board Minutes – A motion was made by John T. to approve the minutes; Gary D. seconded it. Motion approved.
3. Approval of Treasury Report as Presented – Linda L. presented.

Treasury Report as of December 31, 2020 should be as followed:

Ending Balance of December 31, 2020	\$ 18,210.47
BB&T Money Market Account	\$ 40,060.71
ACHIEVA Operating Account	\$ 5,979.37
ACHIEVA Money Market Account	\$ 58,538.48
ACHIEVA CD Account	<u>\$ 80,985.62</u>
Total Funds in Accounts Dec. 31, 2020	\$ 203,774.65
Total Allocated to Projects	\$ (139,524.10)
Net Funds in Accounts Dec. 31, 2020	<u>\$ 64,250.55</u>

Diana B. made a motion and John T. seconded to approve the Treasury Report. Motion approved.

4. Approval of \$300 for a Palm Tree and plants for Memorial Garden - Diane Z. made a motion and Howard S. seconded.

Discussion: Diana B. explained the dead palm tree at the Memorial Garden was removed at no cost. If approved, the GDI Nursery will deliver and plant tree and plants.

Motion was approved.

5. Storage Unit Change in Pricing Now \$28/month – Original charges went from \$21 to \$28 per month. Initial set up charge was \$62.79. Diana B. passed a motion for the increase of charge to be paid monthly and Howard S. seconded. Motion was passed.

NOTE: Jim B. will turn the storage keys over to new president.

6. Liability, Property, D&O Insurance Policy (\$2364) – A motion was made to approve by Diane Z. and Linda L. seconded.

Discussion: There are some discrepancies in the finally signature sheet. Jim B., Diana B. and Diane Z. will meet with the insurance agent to make corrections. Jim B. will make the arrangements.

The motion was passed subject to the corrections/changes.

OLD BUSINESS:

1. Update on Website Portal – More than 90% of homeowners have turned in their email addresses in order to have access to the portal. Jim B. will give a demonstration at the Annual Meeting.

2. Update on Annual Meeting Preparations – Jim B. has packet; lawyer has reviewed. Minor changes are being made and LLC certificates will be included for all LLC 's mailings. Jim B. will make copies and give Diana B. the copies for mailing and delivery. Jim B. will run the meeting and have someone run the Zoom. Diana B. will be at Huday's with the Counters.

NEW BUSINESS:

1. Liability for Volunteers – It is questioned whether or not the HOA should have liability insurance for volunteers. Lawyer recommended Workman's Compensation. Alternative suggestions were given. Topic tabled for the next meeting.

COMMITTEE REPORTS:

1. ARC – No Report

2. Budget/Finance – Dues are being received.

3. Compliance/Appeals – Two warning letters were sent
 - a. Mr. Baydoun – cooking on stove in garage – cannot convert garage into a living space.
 - b. Mr. Brownsrigg – Advertisements on vehicles and uses home address as business address, which is not allowed. Tarp was used to cover vehicle – not acceptable. Resident has moved the vehicle.
4. Mail House – No Report
5. Drainage – John T. stated the contractor has withdrawn her bid due to other projects. He is currently submitting bids and talking with contractors. Should have bids ready for consideration by next board meeting. Howard S. wants to be involved with the committee.
6. Street/Maintenance – John T. is still researching for mowers for the common area. Many do not have the million-dollar liability, which we require prior to performing business. He hopes to have final mowing company bid by next board meeting.
7. Rental/Resale – No Report
8. Social – No Report

ADJOURNMENT:

Howard S. made a motion to adjourn; Linda L. seconded. Motion approved. Meeting ended at 5:45 PM

Submitted,



Diana Benoit
CPPOAI Secretary