

CYPRESS PINES PROPERTY OWNERS ASSOCIATION, INC.
(CPPOAI)

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

The special meeting of the Board of Directors was virtually held on May 6, 2020, at 5:00 p.m. as set forth in the notice of meeting setting such time and place, and is attached to the minutes of this meeting. Notice of the meeting was posted on the bulletin board located in the Mail House forty-eight (48) hours prior to the meeting. Jim Bartel, President, called the meeting to order at 5:00 p.m.

Board of Directors present were Jim Bartel, Diana Benoit, Jere Carrick, Gary Dietrick, Linda Lofink, Doug Patterson, Diane Zigrossi, and John Thistle. Larry Stueber – absent. A quorum of the Board of Directors.

Diane Z. made a motion to approve the Agenda; Linda L. second. The agenda was approved.

MEMBERS COMMENTS: None

COMMENTS FROM THE PRESIDENT: Jim B. explained the reason for the special meeting, which is to approve the spending of the money for drainage repairs at 19953 Lake Vista Circle.

OLD BUSINESS:

ACTION ITEM:

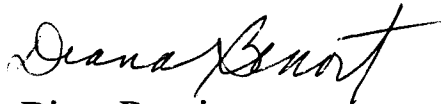
John T. explained that there was a broken pipe with roots and debris. There is a height difference between the connecting pipes. In addition, sink holes have developed.

Three bids were obtained; however, one withdrew. The bids were reviewed by the board.

Doug P. asked if the replacement pipe is double-walled and John T. said yes and standards were being used. Doug recommended the contract should reflect in more details the type of pipe materials. John T. stated he will notify the winning contractor. Diane Z. asked what will happen with the old pipe. John stated the pipe will be fill with concrete and collapsed. It will not be removed.

Jere C. made a motion to have Champion Landscaping & Grading to perform the work. Doug P. second the motion. The board approved.

Diane S. made a motion to adjourn the meeting; Linda L. second. All approved. Meeting was adjourned at 5:35 p.m.

A handwritten signature in cursive script that reads "Diana Benoit".

Diana Benoit
Secretary, COPPAI

**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 May 28, 2020, at 4:30 p.m. as set forth in the notice of meeting setting such time and place, and is attached to the minutes of this meeting. Notice of the meeting was posted on the bulletin board located in the Mail House forty-eight (48) hours prior to the meeting. Jim Bartel, President, called the meeting to order at 4:33 p.m.

Board of Directors present were: Jim Bartel, Diana Benoit, Jere Carrick, Gary Dietrich, Linda Lofink, John Thistle, and Diane Zigrossi. Those not present were: Doug Patterson and Larry Stueber. A quorum of the Board of Directors was established.

COMMENTS FROM THE PRESIDENT:

Jim Bartel, President, called the meeting to order.

COMMENTS FROM THE MEMBERSHIP:

There were no comments/questions.

ACTION ITEMS:

1. A motion was made by Diane Z. and second by Linda L. to pass the Agenda as is. The motion passed unanimously.
2. A motion was made by Linda L. and second by Diane Z. to approve the April 23, 2020, CPPOAI board minutes. The motion passed unanimously.
3. A motion was made by Diane Z. and second by Linda L. to approve the May 6, 2020, CPPOAI special board meeting. The motion passed unanimously.
4. A motion was made by Diane Z. and second by John T. to approve the Treasury Report dated "As of April 30, 2020". The motion was passed unanimously. Linda L. stated the new account with Achieva Bank is established and all Executive Board Members should sign signature cards as soon as possible.
5. A motion was made by Diane Z. and second by John T. to pass an additional and not to exceed \$3300 for the Stormwater Drainage Project. The original cost was \$4450; however, the drainage damage was far more excessive than original thought.

DISCUSSION: John T. explained the pipes from 19953 Lake Vista are now flushed with the road and the grate across the street (condo) has been cleaned and corrected. Water is draining

properly. Unfortunately, more sink holes have developed and need to be prepared as well as more drainage pipe cleaning.

The motion was passed unanimously.

6. Approval of Lawyer

A motion was made by Diane Z. and second by Linda L. to hire Steven J. Adamczyk, Esq. of Goede, Adamczyk, DeBoest and Cross to be the new attorney for the CPPOAI.

DISCUSSION: Doug P.'s computer crashed and was unable to provide his report; however, he did provide his hand written notes to Jim B., which was provided to the Board. It was brought to the Board's attention the many of the board members did not have a copy of the firm's resume. A motion was made by Diane Z. and second by John T. to recess for ten (10) minutes while copies were sent and reviewed by all members. The motion was passed. After ten (10) minutes, Diane Z. made a motion to resume the meeting; Linda L. second the motion and it passed unanimously. After much discussion, it was decided there were still too many questions not answered concerning costs such as flat fees, double dipping, scope of work, etc. The motion failed to pass. It was decided Doug P. and his committee should have another discussion with Mr. Adamczyk for clarification of duties and responsibilities. Approval of a lawyer would be discussed at the next meeting.

7. Trees/Shrubs Obstruction Complaint - There was no discussion. Jim B. is still working with the owner.

8. Hurricane Preparedness Information - Jim B. is still editing and the pamphlet will be ready soon.

OLD BUSINESS:

1. Membership Meeting - A special meeting to recount the votes from March 3 annual meeting was cancelled. Plans will be made on how to handle this issue and present at the next Annual Meeting.

COMMITTEES:

1. ARC – Jere C. - Two homes have submitted forms for approval: new hurricane shutters and new windows. 19900 Petrucka has new owners and Jim B. provided information on ARC Forms and where to submit prior to any improvements.

2. Finance/Budget – Linda L. - Nothing

3. Compliance/Appeals – Linda L. - Nothing

4. Mail House – Diana B. – June volunteers have been notified for cleaning.

5. Drainage/Street Maintenance – John T.- All street signs have been replaced, painted, and straightened. Mail House “No Parking Sign” is not ready. Drainage problem was discussed earlier; in addition, the committee is working on a proposal to review all drainage within the community. This project will not involve the golf course even though the project will review the

pipe drainage to the golf course ponds. It was discussed if the mowing of the common areas should be included in the street maintenance. It was decided that it should be. Jim B. and John T. will review the boundary lines of the common areas and the golf course and decide what the best approach should be. Currently, the golf course maintenance crew is maintaining the common areas at \$500 a month. The CPPOAI has a Memorandum of Agreement rather than a contract with the golf course.

Rentals/Resales: Laurie C. – Not present.

Linda L. made a motion to adjourn and Diana B. second. The motion passed unanimously.

Submitted By:

A handwritten signature in cursive script that reads "Diana Benoit".

Diana Benoit
Secretary, CPPOAI
May 29, 2020