

CYPRESS PINES PROPERTY OWNERS' ASSOCIATION INC.

MINUTES OF A BOARD OF DIRECTORS' MEETING

DATE: November 6, 2018

TIME: 4:30 p.m.

PLACE: Majestic Golf Club, Crown Room. 350 Homestead Road South, Lehigh Acres, Florida 33936

Directors Present: John Thistle, Paula Carnell, Linda Lofink, Jere Carrick

Directors Absent: Larry Steuber, Andrew Allen, Gary Dietrich, Michael Swords,
Diane Zigrossi

The Meeting was called to order by President, John Thistle at 4:40 p.m.

A quorum of the Board of Directors was not established.

No Association business was conducted due to lack of quorum.

The Meeting was adjourned at 4:42 p.m.

Respectively submitted,



Estelle K. Shipp
Association Consulting Manager

*Paula
Geri
John
Linda*

*ABSENT
Andrew
Diane
Mike*

CYPRESS PINES PROPERTY OWNERS ASSOCIATION, INC.

352 Homestead Rd S
Lehigh Acres, FL 33936

AGENDA

BOARD OF DIRECTORS MEETING, TUESDAY, NOVEMBER 6, 2018 @ 4:30PM

- CALL TO ORDER/QUORUM
- MESSAGE FROM PRESIDENT
- MINUTES FROM MAY 22, 2018 MEETING
- TREASURERS REPORTS –MAY, JUNE, JULY, AUGUST, SEPTEMBER & OCTOBER OF 2018

UNFINISHED BUSINESS/OLD BUSINESS

- ALLEN'S SAFETY PROGRAM
- GATES
- LOCKS FOR FOUNTAIN ELECTRIC BOXES
- MAIL HOUSE PURCHASE
- RECORD KEEPING ISSUES
- FRONT ENTRANCE IMPROVEMENT
- COMMITTEE CONCERNS

NEW BUSINESS

- ATTORNEY
- ENGINEERING FIRM/DRAINAGE ISSUES
- VOLUNTEERS FOR MAILINGS
- BUDGET 2019 -MEETING NOVEMBER 8, 2018 @ ^{4:30}~~5:30~~ IN CONFERENCE ROOM
- BOARD OF DIRECTORS REDUCTION FROM 9 TO 7 MEMBERS
- VOLUNTEERS FOR HOLIDAY DECORATING FOR COMMUNITY
- SPECIAL MEETING- BUDGET 2019 1ST DRAFT @ 4:30 IN CONFERENCE ROOM
- DOCUMENT REVIEW COMMITTEE

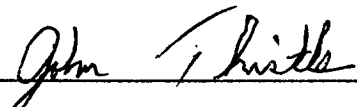
Budget WORKSHOP

COMMITTEE REPORTS

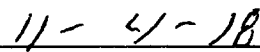
- COMMUNITY ASSOCIATION MANAGER
- ARC
- BUDGET
- RENTAL/RESALE
- DRAINAGE
- VIOLATIONS ENFORCEMENT
- STREETS/MAINTENANCE
- SOCIAL MEDIA
- SOCIAL
- MAIL HOUSE

OTHER

- ANY OTHER ITEMS –DIRECTORS QUESTIONS
- NEXT MEETING – NOVEMBER 27, 2018



JOHN THISTLE, PRESIDNET OF CPPOAI



Dated Posted

CYPRESS PINES PROPERTY OWNERS' ASSOCIATION INC.

MINUTES OF A BOARD OF DIRECTORS' MEETING

DATE: November 27, 2018

TIME: 4:30 p.m.

PLACE: Majestic Golf Club, 350 Homestead Rd. South, Lehigh Acres, FL 33936

Directors Present: John Thistle, Paula Carnell, Jere Carrick, Larry Steuber, Gary Dietrich, Michael Swords, Diane Zigrossi, Andrew Allen (Via phone)

Directors Absent: Linda Lofink

The Meeting was called to order by President, John Thistle at ^{4:35} 5:10 p.m. *OK8*

A quorum of the Board of Directors was established.

The 2019 Proposed Budget was discussed.

On motion by Paula Carnell, seconded by Michael Swords, and carried unanimously, the 2019 Budget was approved. Copy attached.

On motion by Paula Carnell, seconded by Diane Zigrossi, and carried unanimously, the meeting was adjourned at 5:10 p.m.

Respectively submitted,


Estelle K. Shipp
Association Consulting Manager



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Directors Absent: Linda Lofink

The Meeting was called to order by President, John Thistle at 5:10 p.m.

A quorum of the Board of Directors was established.

John Thistle announced that Diane Zigrossi resigned as Association Secretary. John asked if anyone was willing to accept the position. No one accepted. John said he would appoint a person at the next Board Meeting.

On motion by Jere Carrick, seconded by Michael Swords, and carried unanimously, the minutes of the May 22, 2018 Board Meeting was accepted as though read.

Paula Carnell gave a treasurer's report to date. On motion by Diane Zigrossi, seconded by Larry Steuber, and carried unanimously, the treasurer's report was accepted. *PAULA left the meeting AFTER HER REPORT WAS MADE.*

Discussion of the Safety Program was tabled until the next Board Meeting.

There was a brief discussion of the status of the gates. More information to come.

John Thistle stated that the electrical boxes for the gates needed to be locked. The Board agreed. John will purchase the locks and distribute the keys to pertinent persons.

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Discussions of the Mail House purchase, the Memorial Garden and all surrounding areas ensued. The \$5,500 that the Association is holding will be paid to the Golf Course if owed.

It was stated that all Association records are missing and is being looked into their whereabouts. New files will be established going forward.

The front entrance was discussed. Enhancements will be discussed for the planters and the ideas will be brought to the Board.

John Thistle stated his concerns that some of the current Committees are not carrying out the duties that they were intended. Committee Meetings are not being noticed properly, minutes not being taken and not reporting to the Board of Directors properly.

The Board agreed to look for a new attorney. John will accept this responsibility.

John Thistle will solicit engineering bids with regards to the lakes and drainage. He will bring those back to the Board of Directors once received.

John called for volunteers for the upcoming mailings.

John Thistle discussed an amendment to the Association Documents that could be included in the Annual Meeting packet to reduce the number of Board of Directors to seven (7) members and not nine (9).

It was announced that the front entrance will be decorated for Christmas on December 2, 2018 at 1:00 p.m. Anyone is welcome to join in the festivities.

It was decided that the electric bills would be simplified and the golf course will pay their bills and the Association will pay theirs. There will be no prorating of any electric bills.

It was stated that signs throughout the Community needs to be replaced.

On motion by Larry Steuber, seconded by Diane Zigrossi and carried unanimously, a computer and software would be purchased for the Association not to exceed One Thousand Five Hundred Dollars (\$1,500.00).

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John Thistle will be looking for volunteers to help review the current Association Documents and update them to current legislation.

All Committee Reports were brief, that were given. Larry Steuben stated he resigned for the Social Committee.

There were no other items from the Board.

The next Board Meeting will be December 17, 2018.

On motion by Mike Swords, seconded by Jere Carrick and carried unanimously, the Meeting adjourned at 6:40 p.m.

Respectively submitted,



Estelle K. Shipp
Association Consulting Manager