

**Cypress Pines Property Owners Association, Inc.**

352 Homestead Rd. S, Lehigh Acres, FL 33936

**Board of Directors Meeting Minutes**

November 21, 2019 4:30pm - Lower Board Room/Club House

Members Present: Diane Zigrossi, President; Jere Carrick; Linda Lofink; Jim Bartel; John Thistle; Gary Deitrich; Andrew Allen, (Absent: Larry Steuber; Michael Swords).

Meeting called to order: 4:30 pm - Quorum established.

President: Opening comments and welcoming members.

Approval of Agenda: - Motion by J. Carrick; Second by L. Lofink. Motion passed.

Resident Comment: (Draft Budget Related) – Line item question regarding the increase in legal fees; & Insurance liability; will we be seeking bids for Majestic mowing services.

Approval of Minutes: 10/24/2019 Minutes - Motion by L Lofink; Second by J. Thistle. Motion passed.

Approval of Treasurer's report - Motion by J. Carrick, Second by J. Bartel. Motion passed.

*Balances ending 10/31/19: Operating Acct.: \$27,631.02; MMA: \$55,194.33; CD Acct.: \$78,988.34;  
Total Funds: \$161,813.69.*

**Action Items:**

- 1) **2020 DRAFT BUDGET:** \$7,500 to be moved to Contingency and then to be moved to Drainage. *Correction: 2019 column should be 2020. Mailbox is on the same line bill as what we are currently paying as the electric bill. \$5,000 to be moved from Contingency to Roads Sealing. Going forward, a column will be added in the budget that states cost per unit.* Motion by J. Carrick; Seconded by J. Thistle. Motion passed.
- 2) **Line item shift for 2019 budget:** Item tabled for discussion at the next meeting. Motion by J. Bartel; Seconded by J. Carrick. Motion passed. Draft budget to be posted and formally adopted on 12/5/19 Special Meeting of the Board. (Linda Lofink Left the meeting at this time)
- 3) **Amendment for Membership Vote - Annual Meeting:** Motion to move forward to bring the single Amendment before the Owners for a vote at the Annual Membership Meeting. Motion by J. Bartel; Second by J. Carrick. Motion passed.
- 4) **Mail-house Lease:** (Motion to suspend the rules to allow for comments. Motion by J. Bartel, Seconded by J Thistle. Motion passed.) *Comment: short period of time for the lease; and the need for better upkeep and maintenance of the mail-house.* (Motion to go back on record by J. Bartel; Second by J. Thistle). Motion passed. Motion to approve the Mail-house Lease, to be effective 1/1/2020. Motion by J. Carrick; Second by J. Bartel. Motion passed.

**Old Business:**

- 1) Jere Carrick – A plan for the Storm-water Management/ Drainage will be developed and presented once completed.

**New business:**

- 1) Recommendation for 2019 Audit Committee – Laurie Ciprari, Doris Moore and Paula Carnell were nominated.
- 2) Christmas decorations need to be put up. Will enlist the assistance of our homeowners.

**Committee Reports:**

- Budget & Finance – No Report.
- ARC – Jere Carrick – 5 requests consisting primarily of painting, window replacements and hurricane shutters. Committee continues to explore requests for Metal Roofs.
- Streets & Maintenance – No Report (update - Continuing replacement of signs and posts)
- Storm Water Management – provided under 1) Old Business (above)
- Rental/Resale – 16 Resale Applications to date; 4 pending closing; 5 condos for sale
- Compliance/ Appeals – No Report
- Mail-House – Mail was being placed in the wrong mailboxes. Diane made a complaint with the Post Office. Suggestion to get rid of trashcan due to concern of possible cigarette butt fire. There is a need for a hose to tap into the existing sprinkler system around the mail-house. (Streets & Maint. to explore)
- Social – No Report (**Golf Cart Parade scheduled for 12/14/19.** To be posted on CPPOAI website).

Directors Comments: No comments.

**Residents Owner Comments** – Replaced light pole needs to be painted in a color consistent with the others. Follow up questions to the proposed Disaster Emergency Plan – Such a plan is inadvisable due to liability issues. Homeowners may create their own Personal Contact List – for example, individuals can try to contact neighbors after a major weather event; after 2 attempts with no contact, they should call the Sherriff. Someone has been posting advertisement on front doors. Enforcement of the no soliciting rule needs to be enforced.

**Next Meeting Date December 19<sup>th</sup>, 2019 @ 4:30 pm**

**Special Meeting Date December 5<sup>th</sup>, 2019 @ 4:30 pm**

Motion to Adjourn: J. Bartel, Seconded by J. Thistle. Motion Passed

A. Allen:  
Temp. Recording Secretary