

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

**MINUTES OF MEETING OF THE
BOARD OF DIRECTORS
TUESDAY, NOVEMBER 23, 2021**

The meeting of the Board of Directors was held on Tuesday, November 23, 2021, 6 PM, at Huday's Bar and Grill, as set forth in the notice of the meeting 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.

Board Members Present: Diana Benoit, Dixie Burrell, Jere Carrick (by phone), Phil Dent, Jan Locke, Linda Lofink, Howard Stitt, Larry Steuber, and John Thistle. A quorum was present.

COMMENTS FROM THE PRESIDENT: John T. opened the meeting by reading a letter to the Board. The letter was written by a homeowner, who interrupted the proceedings and stated he did not want the letter read. Mr. Thistle explained that it had to be read in order for it to be part of the official record. The homeowner left the meeting stating the meeting was unofficial and illegal. John T. finished reading the letter. (The letter is now part of the record and will be filed with the minutes.)

ADDRESS THE VISITORS: Homeowner, Doug Patterson, asked if the Board had received the letter and John T. stated they had. Another homeowner asked if the names of the Board members could be listed on the agenda and John T. answered in the positive.

ACTION ITEMS:

1. Approval of Board Meeting Minutes (Oct. 28, 2021): With corrections, Howard S. made a motion to pass the minutes and Dixie B. seconded. The agenda was approved.
2. Approval of Special Meeting Minutes (Nov. 4, 2021): A motion was made by Linda L. and seconded by Jan L. to table the minutes. Motion carried.
3. Approval of Treasury Report: Linda L. presented and as of October 31, 2021, the Treasury Report is as follows:

BB & T Operating Account	\$ 43,248.07
BB & T Money Market Account	\$ 40,064.05
ACHEIVA Operating Account	\$ 5,979.37
ACHEIVA Money Market Account	\$ 101,070.43
ACHEIVA CD Account	\$ 81,255.15
Total Funds in Accounts October 31, 2021	\$ 271,717.07
 Total Allocated to Projects	 \$ (181, 904.10)
Net Funds Available) Available October 31,2021	<u>\$ 89,712.97</u>

Phil D. made a motion to approve the Treasury Report as read; Howard S. seconded. Motion passed.

4. Paying for Mowing: Linda L. made the motion and Larry S. seconded to pay for the mowing, which has not been paid since May. After much discussion, motion was passed.

5. CD Renewal (Expires 12/22/2021): Linda L. made the motion to renew the current CD and Larry S. seconded. Motion carried.

6. New CD: Linda L. made the motion to open a new \$80,000 CD. Dixie B. seconded. After some discussion, the motion passed.

7. Approve the 2022 Budget: Linda L. explained the 2022 Budget and stated there would be no increase of annual dues. Linda L. made the motion to approve the budget and Dixie B. seconded. The motion passed.

OLD BUSINESS:

1. Results from the CPPOAI Lawyer: As a result from the Special Meeting, it was decided to seek the advise of the CPPOAI lawyer, whose decision was the new homeowner is not a felon. The sale of the condo proceeded.

2. Violation Procedures: Due to questionable procedural processes, violations will not go out until a new process is establish. John T. and Phil D. will form a committee to establish violation procedures.

A motion was made by Larry S. to allow the homeowners to speak three (3) minutes prior to a board meeting and three (3) minutes prior to adjournment of the board meeting. Dixie B. seconded and the motion passed.

NEW BUSINESS:

1. Requirements for all Committees – John announced that for the new year that all committees will need to provide mission statements and monthly reports, when necessary in writing.

COMMITTEE REPORTS:

1. ARC – Jere C. reported the committee approved a homeowner to paint his house (gray with white trim). Jere will also review his records to check to see if the homeowner requested approval to plant bushes as a barrier in the back yard.

John T. stated a homeowner has requested to place a net on his driveway to stop golf balls from hitting his truck. Jere will work with the golf course and the homeowner. It seems the tee box needs to be relocated.

2. Budget/Finance – No Report

3. Compliance/Appeals – No Report

4. Mail House – Diana B. will notify the December volunteers the last week of November to clean the Mail House.

5. Rentals/Resales – 18 Resales and one (1) rental for the month of October.

6. Social – Jan reported the Craft Fair was very successful; there were 25 vendors and shoppers were continuous throughout the day. Vendors were pleased with their sales and many agreed they would be back next year. Market Day has approximately 10 - 15 homeowners who participate. Fifteen women participated in making sugar soaps during Craft Day. The Mail House will be decorated for Christmas on Saturday, November 27. Volunteers are needed.

7. Streets, Drainage & Maintenance – John T. and committee will start cleaning street signs next week. He will provide the estimate for sealing the road next month. The cost will need to be approved by the Board.

8. Governing Documents – Diana B. started the review of the Governing Documents recommended changes. Due to the time constraints, the review by the Board was not completed. Diana B. will update the changes the Board recommended and will complete the review at next Board Meeting.

ADJOURNMENT:

Diana B. made a motion to adjourn and Larry S. seconded. Motion was carried. Next meeting will be held on Tuesday, December 14, 2021 at 6 PM at Huday's Bar and Grill.