

Cypress Pines Property Owners Association, Inc.
352 Homestead Rd. S, Lehigh Acres, FL 33936

Board of Directors Meeting Minutes
October 24, 2019 4:30pm - Lower Board Room/Club House

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

Meeting called to order 4:31 pm - Quorum established.

President - Opening comments and welcoming members.

Approval of Agenda - Motion by L Steuber; Second by J, Carrick. Motion passed.

Executive Session – Kevin Miller, Legal Attorney/ Client Privilege – Board Members Only

Motion to reestablish the regular meeting – L. Steuber; second by G Deitrich

Resident Comment - None at this time.

Approval of Minutes, meeting 5/23/2019 - Motion by L. Steuber, Second by L Lofink. Motion passed.

Amendment to the Minutes– L. Lofink suggested adding items from the electric bill. Move certain line items from the budget to cover fountain overages (not in the minutes)

Item Tabled for discussion at the next meeting. Motion passed.

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

L. Lofink reported the Balances ending September 30, 2019: ACHIEVA Operating Account – \$27,001.24; ACHIEVA Money Market Account – \$55,166.31; ACHIEVA CD Account – \$78,842.50; Total Funds: \$161,010.05. Going forward, the highlights of the Balances from the Treasurer's Report will be placed in the minutes. Motion by L. Lofink, Second by L. Steuber. Motion passed.

Action Items:

- 1) The date for the **Annual Meeting is set for 6:00 pm 27th February 2020** (4th Thursday). Motion by L. Lofink, Second by J. Bartel. Motion passed.
- 2) The date for the first Budget Review Meeting – Tentative dates: Wednesday, 11/13/19 or Friday 11/15/19. Motion by L. Lofink, Second by L. Steuber. Motion passed.
- 3) Note to Individual Committees to start noting and estimating budget requests. Permanent members Laurie Ciprari and Doris Moore. Motion by J. Barel, second by J. Carrick. Motion passed
- 4) Board Resolution: Placing specific Amendment to vote of the Owners at Annual Meeting. Item Tabled for the next meeting so that Board Members will have the time to review the documents and be clear about what is being voted on.

Old Business:

- 1) Jim Bartel - **Disaster Recovery Plan**: document storage. 2 dozen software systems were explored to manage HOA documents and give Owners the ability to view the documents at their own leisure. The Board will stay clear of including any language around Safety – so as not to incur liability. Software Example: My Community Association - cost will be approx. \$50/month.
- 2) A question was raised if there is room in the budget for a projector and a screen for presenting at our meetings. Equipment will be priced and brought forward for approval.
- 3) Jere Carrick - **Mail-House Lease** – Language needed for a relocation provision in the event of Golf Course sale. R/E Taxes to be based on square footage. The \$5,447 was identified as the balance due from the original cost of construction. The Mail-House has a separate electric meter and lights for the flagpole – a percentage of that bill is covered by the golf course. Invoice – monthly or quarterly for utilities. The lease includes the electric.
- 4) Jere Carrick - **Storm-water Management/ Drainage** – LAMSID (Dave Linsey, Director & Mike Smith, Engineer) reviewed at the original plan and toured the whole property. Report was provided based off their recommendations. Their analysis is that the system was working as it was supposed. Maintenance is recommended thru ought the residential areas. We have received bids to do all the work. A Board Member Workshop will be scheduled to review bids and recommendations.

New business:

- Confirmation of Board Member Terms of Office - confirmed
- The next two **Board of Directors meetings** are scheduled for **November 21st 2019** and **December 19th 2019**

Committee Reports:

- Budget & Finance – (Identified above); Reminder all Committees need to send in all their requests
- ARC – Jere Carrick – Painting, window replacements, hurricane shutters and there was also an inquiry for installing metal roof. (Metal Roofs will be taken under advisement)
- Streets & Maintenance – Carl Magno/Gary Deitrich - Sign installed at the entrance – Deed Restricted Community and No Soliciting Signs; Fountain lights are working –Mail-House – installed new bulletin board and signs & parking lot sealer. Motion sensor lights and painting for the exterior - to be put in 2020 budget. Street sign for Lake Vista Circle North needed (2020 budget)
- Storm Water Management – provided under 3) Old Business (above)
- Rental/Resale – Michael Swords - 16 units YTD; 4 pending closing; 5 condos for sale; One single-family home for sale at \$500,000
- Compliance/ Appeals – Most violations seemed to be for parking on the grass & garbage cans
- Mail-House – No Report
- Social – No Report

Directors Comments: J. Carrick reported that Board Director, Larry Steuber took over the Majestic Bar and Grill and it is now called Huday's Restaurant. The Domino Club that used to lease the banquet hall moved to Mirror Lake Golf Club. There is currently a proposal for opening up a bar and lounge in the upstairs banquet hall – more information to follow.

Residents Owner Comments – No Comments

Next Meeting Date November 21st, 2019 @ 4:30 pm

Motion to Adjourn: M. Swords, second by L. Steuber. Motion Passed

A. Allen:

Temp. Recording Secretary