

**CYPRESS PINES PROPERTY OWNER ASSOCIATION, INC
(CPPOAI)**

**MINUTES OF MEETING OF THE
BOARD OF DIRECTORS
OCTOBER 28, 2021**

The meeting of the Board of Directors was held on Thursday, October 28, 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 meeting was posted on the bulletin board located in the Mail House.

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

Board Member Not Present: Jere Carrick

A quorum was present.

COMMENTS FROM THE PRESIDENT: John T. welcomed the Board back and hopes everyone is looking forward to a busy and productive year.

ADDRESS THE VISITORS: Laurel C. stated the CPPOAI address was not consistent on the web; it needs to be updated. Relators do not know which address to use. Phil D. will take care of the update.

ACTION ITEMS:

1. Approval of Agenda: Howard S. made a motion to approve the agenda; Dixie B. seconded. The motion carried.

2. Approval of the Board Minutes of May 27, 2021: Howard S. made a motion to approve the minutes; Larry S. seconded. The motion carried.

3. Approval of Treasury Report as Presented: Linda L. presented and as of September 2021, Treasury Report is as follows:

BB & T Operating Account	\$ 39,706.11
BB & T Money Market Account	\$ 40,063.71
ACHEIVA Operating Account	\$ 5,979.37
ACHEIVA Money Market Account	\$ 101,053.26
ACHEIVA CD Account	<u>\$ 81,227.62</u>
Total Funds in Accounts September 30, 2021	\$ 268,030.07
Total Allocated to Projects	\$ (181,904.10)
Net Funds Available September 30, 2021	<u>\$ 86,125.97</u>

Diana B. made a motion to approve the Treasury Report as read; Howard S. seconded. The motion carried.

OLD BUSINESS:

1. Status of the Following:

a. Mowing Contract – John T. has not heard from David Deetscreek, Majestic Golf Course representative, all summer concerning reaching an agreement on a mowing contract. Since May, CPPOAI stopped all payments on mowing. John will offer a proposal to Majestic that if they take care of the mowing then CPPOAI will pay for the entrance seal coating on the road. It was suggested that a certified letter goes to the golf course owners not just to Mr. Deetscreek.

b. Website – The address for CPPOAI needs to be consistent throughout the website; telephone numbers for the Board members need to be updated; and, the agenda could be placed on the web for those who may not see it in the Mail House. Phil D. will make the corrections.

c. Homeowners in the Arrears - A deceased homeowner's estate is in probate and has not been settled. The Board decided to wait until next year fees are billed and then proceed by going to Small Claims Court.

d. Entryway Painting – The monuments are painted and look very nice.

e. Storage/File Cabinets – The Board elected to sell the storage/file cabinets for \$500 apiece. Phil D. will place the advertisement on e-bay and other websites. The Board will not pay for any removal costs. The buyer must do so.

f. Seal Coating for the Road - John is still working on estimates and should have them ready by November's meeting. It is hoped to perform the sealing in April, 2022.

2. Violations

a. Candace Holmes – Candace has sent ten first letters of violations and two second letters for the month of Oct. The Board requested a list of violators and violations to be provided on a monthly basis. Diana B. will inform Candace of the request.

b. Process – A committee will be formed between CPPOAI and Kings Green representatives to refine and clarify the violation and responsibility processes.

NEW BUSINESS

1. Annual Budget

a. Seal Coating - Linda L. will have a Budget Meeting once John T. returns to Lehigh. The funding for the seal coating will be included in the budget.

b. Light Dinner – The Board will sponsor a light dinner/finger food prior to the Annual Meeting. The Social Committee will work with Double Eagle Restaurant on pricing, food items, etc. The cost will be included in the budget.

2. Tolerance of People – In an e-mail from a homeowner, Diana B. was requested to resign. John T. stated there is a procedure and the homeowner should have sent his e-mail to the Board. John T. will talk with the homeowner once he returns.

3. Candidates for Office – Dixie B., Howard S., and Larry S. tenures expire this year. There will be three board positions to fill at the next annual meeting.

COMMITTEE REPORTS:

1. ARC - Bushes have been planted as a barrier in the back of a home on Petrucka. Dixie will talk with Jere C. to ensure the homeowner received approval. Will discuss at the next board meeting as to a potential violation.

2. Budget/Finance – No further discussion necessary.

3. Compliance/Appeals – No report

4. Governing Documents Review – Diana B. stated the review, update, and recommendations are completed and were sent to John T. for review. John T. requested he had no changes and wanted the documents sent to all Board Members.

5. Mail House - Diana B. announced the materials to complete the numbering system for the mailboxes are back ordered. Graphic Alliance, the contractor, does not know when the supplies will arrive.

6. Rentals/Resale – A condo was sold to an individual who has a criminal record. After much discussion, Linda L. will send the estoppel paperwork to Laurel C. There were three sales and three are in the process of approval.

7. Social – Jan L. announced that the Social Committee has had an active summer; water aerobics has seven to 10 people in attendance; 16-20 families are involved in Market Day; Hump Day are 46 individuals participating; crafts have three to five people participating; and the Craft Fair is November 6, 2021 with 25 booths. \$500 was given to Laurel C. for deposit. \$250 will be given to Double Eagle Restaurant for rental space.

8. Streets, Maintenance, and Drainage – Howard S. announced there is a great deal of standing water on Lake Vista Circle. Suggested that there may be blockage. John T. stated that it could be checked but need to wait for drier weather.

9. Violations – Already discussed.

ADJOURNMENT:

Diana B. made a motion to adjourn; Larry S. seconded. Motion carried. Meeting ended at 7:40 PM. Next meeting is Tuesday, November 23, 2021, at 6:00 PM.