

**Cypress Creek Property Owners' Association, Inc.
Board of Directors' Meeting**

**Lake Worth Drainage District Auditorium
13081 S. Military Trail
Delray Beach, FL 33484**

Thursday, January 16, 2025, at 6:30 p.m.

BOARD OF DIRECTORS' MEETING MINUTES

Present:

Aaron Hallyburton, President (present at 6:35pm)
Cameron Hoffman, Vice President
Julie Nicholas, Secretary
Don Neubaum, Treasurer
Jennifer Epstein, Director
Thomas Gulla, Director

Also Present:

Antony Cramer, AKAM

Absent:

Mikel Kline, Director

Call to Order/Roll Call:

The meeting was called to order at 6:33 pm by Mr. Hoffman, as quorum of the Board was established.

Reading and Disposal of Minutes:

A **motion** was made to approve the minutes of the Board of Directors' Meeting held on October 17, 2024 by Mr. Neubaum, with a second offered by Ms. Nicholas. All in favor. The motion passed, unanimously.

Treasurer's Report:

Mr. Neubaum presented the financial report as of December 31, 2024, including delinquencies.

A **motion** to accept the Treasurer's Report was made by Mr. Hoffman, with a second offered by Ms. Nicholas. All in favor. The motion passed, unanimously.

Manager's Report:

AKAM presented an overview of operations.

A **motion** was made to approve the Accountant's Engagement Letter, dated August 29, 2024, from Lanzaro & Halperin, CPAs to prepare the Association's 2024 Financial Report and Tax Return for \$4,250 by Mr. Neubaum. The motion was seconded by Mr. Hoffman. All in favor. The motion passed, unanimously.

A motion was made to approve proposal #4757, dated January 16, 2025, from Kauff's Signs & Lettering to replace certain street name blades and traffic signs in Cypress Creek for \$4,173 by Mr. Neubaum. The motion was seconded by Mr. Gulla. All in favor. The motion passed, unanimously.

A motion to accept the Manager's Report was made by Mr. Neubaum, with a second offered by Ms. Nicholas. All in favor. The motion passed, unanimously.

Committee Reports:

Reports were presented by the following committees:

1. Architectural Review by Mr. Hallyburton, Board Liaison
2. Special Events by Ms. Hoffman, Chairperson
3. Landscape by Mr. Hallyburton, Board Liaison
4. Maintenance by Mr. Hallyburton, Chairperson
5. Communication by Ms. Nicholas, Chairperson

A motion was made to accept all Committee Reports by Mr. Hoffman, with a second offered by Mr. Hallyburton. All in favor. The motion passed, unanimously.

Unfinished Business:

Virtual Gate Attendants: Mr. Neubaum discussed need for the Board to consider virtual gate attendant options which will be presented at the March 2025 Board of Directors Meeting.

Lawrence Road Perimeter Wall: Ms. Nicholas provided an update on the efforts to obtain a right of way easement from the homeowners along Lawrence Road to allow for installation of a common perimeter exterior wall.

The Board discussed community road access considerations as presented to the Board by a Member of the Association.

New Business:

2025 Annual Members Meeting: The Board discussed the procedures and timeline requirements for the 2025 Annual Members Meeting to be held on February 20, 2025.

The Board announced that on January 10, 2025, the Board unanimously agreed to appoint the following persons as the Nominating Committee for the 2025 Election of Directors:

Jennifer Epstein (chairperson)
Nancy Lynn
Amber Hoyer
Zach Mazur
Sophia Youngberg

A **motion** was made to confirm such Unanimous Written Action of the Board of Directors Appointing Nominating Committee by Mr. Neubaum. The motion was seconded by Ms. Nicholas. All in favor. The motion passed, unanimously.

Other Business: None

Public Comment:

During open forum topics discussed included: disclosure of Member's name on social media post, recommendation of background checks for board members, virtual gate house considerations, maintenance responsibility for the interior of the community's perimeter walls, and development consultation costs.

Adjournment:

A **motion** to adjourn the meeting was made by Mr. Hoffman, with a second offered by Mr. Hallyburton. All in favor. The meeting was adjourned at 8:03 pm.

Approved by: _____

Date: _____

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