

CYPRESS CREEK PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS' MEETING MINUTES

Thursday, March 25, 2021

Because of the COVID-19 Pandemic, the meeting was conducted via telephone conference call. Meeting notice was posted on the exit boards, and the meeting notice and call-in information were posted on the Association's website at CypressCreekPOA.ORG.

CALL TO ORDER at 6:30 p.m.

ROLL CALL: Kelly Chiarella, Jamie Gould, Cameron Hoffman, Mikel Kline, Don Neubaum, Tim Stergiou-Allen, and John Quatrini. Quorum established. Kristine Thompson from Vesta Property Services was present for Jamie Muncie.

MINUTES:

- **MOTION** by Kelly to approve the January 28, 2021 Regular Board Meeting Minutes. Second by Jamie. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.
- **MOTION** by Kelly to approve the February 18, 2021 Annual Board of Directors' Organizational Meeting Minutes. Second by Jamie. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.

TREASURER'S REPORT:

- **MOTION** by Tim to approve the Treasurer's Report for February 2021. Second by Jamie. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.

MANAGER'S REPORT:

- **MOTION** by Kelly to accept the Manager's Report as presented. Second by Cameron. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.

COMMITTEE REPORTS:

Ad Hoc – Kelly – No report
ARC – John
Communications – Mikel
Events – Megan Hoffman
Landscaping – Neal Elkin
Maintenance – Megan Hoffman
Safety and Security – Jason Sjaardema – No report
COBWRA – Nancy Kline
Welcome Committee – Barb Foster – No report
Video Security System Upgrade – Ken Libutti – No report
Guard Liaison – Kelly

- **MOTION** by Jamie to accept the Committee Reports as given. Second by Tim. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.

UNFINISHED BUSINESS:

- **RETURN MOTION TO TABLE** (from previous board meeting) by Don to engage Dylan Siska (The Groundskeeper LLC) to clean up Lawrence Road for a cost of \$850, which is funded by our tree trimming and landscape budget. Board Discussion. **MOTION WITHDRAWN** by Don.

NEW BUSINESS:

MOTION by Don to approve the following appointment of Committee Chairs and their members, and *ex officio* Members for 2021, as identified below. Second by Tim. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.

Ad Hoc – Kelly Chairella – Chair, Mikel Kline

ARC – John Quatrini – Chair, Rebecca Coleman, Neal Elkin, Jim Panzer, Ken Hanney

Finance – Don Neubaum, Treasurer – Chair, members TBD at next Board meeting

Communications – Mikel Kline, Secretary – Chair

Events – Megan Hoffman/Scott Gould – co-Chairs, Nancy Lynn, Sara Doty, Becky Coleman (*ex officio* Member – Jamie Gould)

Landscaping – Neal Elkins – Chair (*ex officio* Member – Tim Stergiou-Allen)

Maintenance – Megan Hoffman – Chair, Bill Weaver, Brian Coleman (*ex officio* Member – Cameron Hoffman)

Safety and Security – Jason Sjaardema (*ex officio* Member – Cameron Hoffman)

COBWRA – Nancy Kline, Chair (*ex officio* Member – John Quatrini)

Delegate – Nancy Kline 2nd Alternate – Christine Chavers

1st Alternate – Barb Foster 3rd Alternate – Dolly Jordan

Welcome – Barb Foster – Chair, Judy Thomas, Meryl Preston, Cindy Nowzanami, Liz Panzer (*ex officio* Member – John Quatrini)

Compliance – Pete Thomas, Elizabeth Imms, Diane Yonn (*ex officio* Member – Mikel Kline),

Video Security System Upgrade – Ken Libutti, Chair (*ex officio* Member – Mikel Kline)

PUBLIC COMMENT:

ADJOURNMENT:

- **MOTION** by Jamie to adjourn the meeting. Second by Tim. All in favor. Motion passed. Meeting adjourned at 7:42 p.m.

As Approved

Mikel Kline

Secretary, CCPOA Board of Directors