

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

Thursday, June 18, 2020

Because of the COVID-19 Pandemic, the meeting was conducted via telephone conference call. Call-in information was posted on the Association's website at CypressCreekPOA.org.

CALL TO ORDER at 6:42 p.m.

ROLL CALL: Kelly Chiarella, Jamie Gould, Cameron Hoffman, Mikel Kline, Don Neubaum, John Quatrini, and Tim Stergiou-Allen. Quorum established. Ben Meyers from Vesta Property Services also present.

MINUTES:

- **MOTION** by Jamie to approve the May 21, 2020 Regular Board Meeting Minutes. Second by Mikel. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, John – Yes, and Tim – Yes. All in favor. Motion passed.

Jamie left the Board meeting at 7 p.m.

TREASURER'S REPORT:

- **MOTION** by Don for everybody [CCPOA members in arrears] over \$700 gets contacted with a warning that we [the CCPOA] will turn off their transponder if we don't get payment in 14 days, and those over \$1000 we will give them 14 days and then reach out to [Attorney] Robert [Burr] to pursue whatever action he chooses to take. Second by Mikel. Board Discussion. Roll Call: Kelly – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, John – Yes. All in favor. Motion passed.
- **MOTION** by Don to continue to waive any delinquency fees associated with the July (3rd quarter) assessments recognizing it may be the last time we waive it this year. Second by Tim. Board discussion. Roll Call: Kelly – No, Cameron – Yes, Mikel – No, Don – Yes, Tim – Yes, and John – Yes. Motion passed 4-2.
- **MOTION** by Kelly to accept the Treasurer's Report. Second by Mikel. Roll Call: Kelly – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.

MANAGER'S REPORT: Ben Meyers

- **MOTION** by Tim to accept the Manager's Report as presented. Second by Don. Roll Call: Kelly – 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 – No report

Safety and Security – Cameron – No report

- **MOTION** by Kelly to appoint Jason Sjaardema as the new Safety and Security Chair. Second by Don. Roll Call: Kelly – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.
COBWRA – Nancy Kline
Welcome Committee – Barb Foster
Video Security System Upgrade – Mikel for Ken Libutti – No report
- **MOTION** by Don to accept the Committee Reports as submitted. Second by Tim. Roll Call: Kelly – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.

UNFINISHED BUSINESS:

- **MOTION** by Mikel that the property manager be directed to conduct an inspection of the neighborhood for existing tree clearance violations and submit notice of violation to residents not later than June 26, 2020, and if the notice of violation is not a first notice to the resident, that the resident be advised that if any tree clearance issues still exist on July 3, 2020, that a fine of \$50/day commence for each tree in violation up to the daily maximum fine, beginning on July 3, until the violations have been resolved or the maximum allowable accumulated fine has been reached. Second by Don. Board Discussion. Roll Call: Kelly – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.

Jamie returned to the Board meeting at 8:14 p.m.

NEW BUSINESS:

PUBLIC COMMENT:

ADJOURNMENT:

- **MOTION** by Don to adjourn the meeting. Second by Kelly. All in favor. Motion passed.
Meeting adjourned at 8:50 p.m.

As Approved



Mikel Kline

Secretary, CCPOA Board of Directors