

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

Thursday, August 27, 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 6:32 p.m.

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

MINUTES:

- **MOTION** by Jamie to approve the July 23, 2020 Regular Board Meeting Minutes. Second by Mikel. Roll Call: Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and Tim – Yes. All in favor. Motion passed.

Kelly joined the Board meeting at 6:39 p.m.

TREASURER'S REPORT:

- **MOTION** by Mikel to approve the [July 2020] Treasurer's Report pending an update of the actual financials from Vesta next month. [July and August will be attached to the September's financials.] Second by Tim. Board Discussion. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes and Tim – Yes. All in favor. Motion passed.

MANAGER'S REPORT:

- **MOTION** by Don to authorize Ben [Meyers, Property Manager] to work with Safford Paving to fix the two potholes on Bucida/Pandanus and Palo Verde. Second by Kelly. Board Discussion. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and Tim – Yes. All in favor. Motion passed.
- **MOTION** by Don to approve the one [Tropic Builders' proposal to repair the wall] for \$8600 pending approval by our insurance agent. Second by Tim. Board Discussion. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and Tim – Yes. All in favor. Motion passed.
- **MOTION** by Tim for 4444 Cycad Lane to be sent to the fining committee [for not trimming tree(s) hanging over the wall over the sidewalk] for \$50/day to a maximum of \$1,000. Second by Don. Board Discussion. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and Tim – Yes. All in favor. Motion passed.
- **MOTION** by Tim to accept the Manager's Report. Second by Jamie. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and Tim – Yes. All in favor. Motion passed.

COMMITTEE REPORTS:

Ad Hoc – Kelly – No report
ARC – Don (for John Quatrini)
Communications – Mikel

Events – Megan Hoffman
Landscaping –Neal Elkin
Maintenance – Megan Hoffman – No report
Safety and Security – Cameron for Jason Sjaardema
COBWRA – Nancy Kline
Welcome Committee – Barb Foster – No report
Video Security System Upgrade –Ken Libutti
Guard Liaison – Kelly – No report

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

UNFINISHED BUSINESS:

- **MOTION** by Mikel to invest up to \$5,000 to upgrade the video [security] system at the Palo Verde gate. Second by Tim. Board Discussion. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and Tim – Yes. All in favor. Motion passed.

NEW BUSINESS:

- **MOTION** by Mikel to hire the firm Association Reserves for \$3,060 to conduct a reserve study for the CCPOA. Second by Kelly. Board Discussion. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and Tim – Yes. All in favor. Motion passed.
- **MOTION** by Don to give the Safety and Security Committee the authority to schedule Palm Beach County Sheriff's Office (PBSO) to patrol the Association on a twice a month basis for the remaining months of the year (October – December) at [a] schedule of its [the Committee's] choosing, and to authorize Security Providers of Florida (SPoF) to patrol the Association twice a month for the remaining months of the year (October – December). Second by Mikel. Board Discussion. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and Tim – Yes. All in favor. Motion passed.

PUBLIC COMMENT:

ADJOURNMENT:

- **MOTION** by Don to adjourn the meeting. Second by Mikel. All in favor. Motion passed. Meeting adjourned at 8:13 p.m.

As approved



Mikel Kline
Secretary, CCPOA Board of Directors