

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

Thursday, September 24, 2020

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, and John Quatrini. Tim Stergiou-Allen absent. Quorum established. Jamie Muncie, new Property Manager from Vesta Property Services, also present.

MINUTES:

- **MOTION** by Jamie to approve the August 27, 2020 Regular Board Meeting Minutes. Second by Mikel. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, and Don – Yes. John abstained from voting as he was absent from that meeting. All in favor. Motion passed.

TREASURER'S REPORT:

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

MANAGER'S REPORT:

- **MOTION** by Don to accept the Manager's Report as presented. Second by Kelly. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – 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 – Cameron for Jason Sjaardema

COBWRA – Nancy Kline

Welcome Committee – Barb Foster – No report

Video Security System Upgrade – Ken Libutti

Guard Liaison – Kelly

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

UNFINISHED BUSINESS:

NEW BUSINESS:

- **MOTION** by Mikel to approve the new rule restricting commercial landscapers from working in Cypress Creek on Sundays, which includes tree trimming and tree removal as a landscape service [effective January 1, 2021]. Second by Jamie. Board Discussion. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – No, and John – Yes. Motion passed 5-1.
- **MOTION** by Don to approve the continuation of our insurance policy with [John] Gault [Insurance Company] for \$20,416.40 for next year. Second by Mikel. Board Discussion. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and John – Yes. All in favor. Motion passed.
- **MOTION** by Jamie to create a Budget Committee for 2021 with Mikel as Chair. Committee members include Cameron, Don, Ken Libutti, and [new Property Manager,] Jamie Muncie. Second by Kelly. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and John – Yes. All in favor. Motion passed.
- **MOTION** by Mikel for yard waste set out to the curb too early be fined \$35. Second by Don. Board Discussion. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and John – Yes. All in favor. Motion passed.
- Mikel requested guidance from the Board regarding if the seven residents that received warnings previously should now be fined for the new violations. John requested a vote from the Board so a roll call vote was taken to provide guidance. All in favor. The Board will impose fines on those residents in violation.

PUBLIC COMMENT:

ADJOURNMENT:

- **MOTION** by Don to adjourn the meeting. Second by Jamie. All in favor. Motion passed. Meeting adjourned at 8:24 p.m.

As approved



Mikel Kline
Secretary, CCPOA Board of Directors