

# **Cypress Creek Property Owners Association, Inc.**

## **Board of Directors Meeting**

VIA WEBEX

November 17, 2021

### **MINUTES**

#### **Present:**

John Quatrini, President  
Cameron Hoffman, VP  
Don Neubaum, Treasurer  
Jaime Gould, Director  
Kelly Chiarella, Director  
Aaron Hallyburton, Director

#### **Also Present:**

Dale Mason, LCAM

#### **Absent:**

None

#### **Call to Order/Roll Call:**

The meeting was called to order at 6:30pm by John Quatrini., a quorum of the board was established.

#### **Reading and Disposal of Minutes:**

A **motion** to approve minutes of October 27, 2021 Board of Directors meeting was made by Ms. Gould, a second was offered by Mr. Chiarella, motion passed unanimously.

#### **Treasurer's Report:**

Financial report as of October 31, 2021 was given by Mr. Neubaum. A motion to accept the financial report was made by Mr. Hoffman, a second was offered by Mr. Hallyburton, motion passed with all in favor.

#### **Manager's Report:**

Managers' report given by Dale Mason, LCAM.

Reported on:

- ARC Approvals
- Violations
- Manager Resignation

A **motion** to accept the manager's report was made by Mr. Neubaum, a second was offered by Mr. Hallyburton and passed unanimously.

Reports were provided by the following committees/projects:

- ARC
- Communications
- Events Committee
- Landscaping Committee

- COBWRA
- SafeHouse conversion
- Security

A **motion** to accept all reports was made by Ms. Gould, second by Mr. Hallyburton and approved unanimously.

A **motion** to approve renewal of Security Providers contract for \$304,592, a 5% increase, was made by Ms. Chiarelli, second by Mr. Hallyburton and approved unanimously.

A **motion** to approve addition of the following members to the Nominating Committee: Pete Thomas, Meryl Preston, Sara Doty, Thomas Gulla, was made by Mr. Hoffman, second by Mr. Hallyburton and approved unanimously.

A **motion** to adopt proposed 2022 budget with no increase was made by Mr. Neubaum, second by Mr. Hallyburton and approved unanimously.

A **motion** to authorize the repair of the east and west gate and transponder reader at the west gate for an amount not to exceed \$3,500 was made by Ms. Gould, second by Mr. Hallyburton and approved unanimously.

***Management Directives:***

- Additional bids for rodent control
- PalmTran roof damage issue follow-up
- Military exit gate needs repair – Miner to inspect and advise
- Have West and East gates repaired per motion
- Confirm amounts collected/waivers given on sale of 4669 Bucida Road

Next ARC meeting is scheduled for December 2, 2021 at 6pm

Next Board of Directors meeting is scheduled for December 15, 2021.

Annual Meeting is scheduled for February 17, 2022.

***Adjournment:***

There being no further business, a **motion** to adjourn the meeting was made by Ms. Chiarelli, a second offered by Mr. Hallyburton., so the meeting adjourned at 7:56pm.

Approved by: \_\_\_\_\_

Date \_\_\_\_\_