

Cypress Creek Property Owners Association, Inc.

Board of Directors Meeting

VIA WEBEX

December 15, 2021

MINUTES

Present:

John Quatrini, President
Cameron Hoffman, VP
Don Neubaum, Treasurer
Jaime Gould, Director
Kelly Chiarella, Director (joined at 7pm)
Aaron Hallyburton, Director

Also Present:

Dale Mason, LCAM

Absent:

None

Call to Order/Roll Call:

The meeting was called to order at 6:31pm by John Quatrini., a quorum of the board was established.

Reading and Disposal of Minutes:

A **motion** to approve minutes of November 17, 2021 Board of Directors meeting was made by Ms. Gould, a second was offered by Mr. Hoffman, motion passed unanimously.

Treasurer's Report:

Financial report as of November 30, 2021 was given by Mr. Neubaum.

A **motion** to transfer certain delinquent owners to the attorney was made by Mr. Neubaum, a second was offered by Mr. Hoffman and passed unanimously.

A **motion** to turn off transponders and transfer to attorney certain delinquent owners if still delinquent on December 31, 2021 was made by Mr. Neubaum, a second was offered by Ms. Gould, and passed unanimously.

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

Manager's Report:

Managers' report given by Dale Mason, LCAM.

Reported on:

- Gate Repairs
- Operations
- ARC Approvals

- Violations

A **motion** to accept the estimate for \$925 from Crest Roofing to repair the roof on the east gate guardhouse damaged by Palm Tran was made by Mr. Neubaum, a second was offered by Mr. Hoffman and passed unanimously.

A **motion** to accept the estimate for \$3,486 from Miner to replace the west gate barrier arms was made by Mr. Neubaum, a second was offered by Mr. Hallyburton and passed unanimously.

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

Reports were provided by the following committees/projects:

- ARC
- Communications
- Events Committee
- Landscaping Committee
- COBWRA

A **motion** to accept all reports was made by Mr. Hoffman, second by Mr. Hallyburton and passed unanimously.

A **motion** to provide transponders for approx. 20 vehicles where the transponders were previously installed in an incorrect location at a total cost not to exceed \$500, was made by Mr. Hallyburton, second by Ms. Gould and passed unanimously.

Mr. Hoffman provided an update on the Nominating Committee reporting that the annual meeting will be held on February 17, 2022, nominations for potential board of directors candidates due by January 18, 2022 to the Secretary and candidate info forms are due to the Nominating Committee by January 11, 2022. Form to be posted on community website, available in guardhouses and sent via eblast to community.

Management Directives:

- Determine if shorter gate arm is needed at east gate exit
- Inspect trees on Palo Verde & Calliandra for minimum clearance

Next ARC meeting is scheduled for December 30, 2021 at 6pm

Next Board of Directors meeting is scheduled for January 20, 2022.

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 _____