

## MINUTES

### CYPRESS PINES PROPERTY OWNERS' ASSOCIATION, INC

Meeting of the Board of Directors

December 9, 2025

ZOOM ID: 875 7657 4336

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**DETERMINATION OF QUORUM.** Board members present were Mark Giosa, Gary Hellickson, Al Roma, and Jane Wiseman. Allison Cefalu, CAM was in attendance for Management Professionals, Inc.

**CALL TO ORDER.** Al Roma called the meeting to order at 5:00 p.m. at the location designated for the meeting.

**PROOF OF NOTICE OF MEETING.** In accordance with bylaw and statutory requirements, the notice for this meeting was mailed to all owners and posted at the designated area on November 25, 2025. Jane Wiseman made a motion to approve the agenda. Gary Hellickson seconded the motion. Motion carried.

**WELCOME GUESTS.** Al Roma welcomed 15 visitors to the meeting.

**VISITOR COMMENTS.** The floor was opened to owners present and questions and concerns were addressed.

**READING AND DISPOSAL OF UNAPPROVED MINUTES.** Jane Wiseman made a motion to approve the minutes of the November 18, 2025 Board of Directors meeting. Mark Giosa seconded the motion. Motion carried.

**TREASURER'S REPORT.** Mark Giosa reported the Financial Report through November 30, 2025. Truist Operating Account \$65,792.56, Truist Reserve Accts. \$156,123.96, Accounts Receivable \$6,663.36. Total Assets/Liabilities & Equity \$228,579.88. Gary Hellickson made a motion to approve the financial report. Al Roma seconded the motion. Motion carried.

**COMMITTEE REPORTS.** Dan Frey reported the Social Committee obtained a storage unit for the Social Committee items. Al Roma thanked Kim Frey for all she does for the community.

**UNFINISHED BUSINESS.** *Document Re-Write Update.* Committee has had a few meetings to review the documents. The committee has established a list of questions for the attorney.

**NEW BUSINESS.** *2026 Budget Adoption.* The Board of Director's discussed the 2026 Proposed Budget. Jane Wiseman made a motion to adopt the proposed 2026 budget as presented. Gary Hellickson seconded the motion. Motion carried. Management will be mailing out the coupons and approved budget to all owners by January 1, 2026.

**DETERMINATION OF NEXT MEETING.** The next meeting of the Board of Directors on January 13, 2026 at 5pm at 210 Homestead Rd S, Lehigh Acres, FL. Annual Members Meeting will be held on March 31, 2026 at 210 Homestead Rd S, Lehigh Acres, FL.

**ADJOURNMENT.** Jane Wiseman made a motion to adjourn. Al Roma seconded the motion. There being no further business, the meeting was adjourned at 5:38 p.m.