



SWFL CAM SERVICES

Community Association Management

CYPRESS PINES PROPERTY OWNERS ASSOCIATION, INC.

MINUTES FROM THE DECEMBER 19, 2023 BOARD OF DIRECTORS MEETING

1. The meeting was called to order at 4:05 PM. Jim Bartel, Jan Locke, Paula Carnell and Al Roma were present establishing a quorum. Karen Carter, Dixie Burrell and Phil Dent were absent.
2. The Board voted 4-0 to approve the minutes from the November 21, 2023 meeting as presented.
3. Mr. Roma reported that he was “glad to be back” and was looking forward to accomplishing much this season.
4. Mrs. Carter’s financial report is attached.
5. Owners commented on accounting and ownership of retention ponds.
6. The Board established a committee to investigate boundaries and ownership of land around the retention ponds.
7. Committee reports
 - A. The ARC Committee reported that they had met on December 11, 2023, the following items were considered and approved: The installation of a pool was approved at 19973 Lake Vista Circle North, the installation of a flagpole was approved at 19953 Lake Vista Circle and 20049 Petruka Circle North received approval to paint their driveway. The next meeting was scheduled to be held on December 21, 2023.
 - B. The Drainage Committee reported that they had met with a contractor this afternoon and that they are investigating potential repairs to enhance drainage. The contractor will video the drain pipes in an effort to diagnose the issue. The Board voted 4-0 to approve the aforementioned work (not to exceed \$4,000) contingent on them availability of funds. The Board voted 4-0 to contract with Shenandoah Construction to scope and clean drainage pipes at a cost not to exceed \$8,000.

- C. SWFL CAM reported that since the last Board meeting, leases were approved at 20083 Lake Vista Circle North (from 12/7/23 to 12/2/2024), at 19966 Lake Vista Circle (from 2/1/24 to 3/324) and at 20061 Petrucci Circle (from 3/1/24 to 4/1/24).
 - D. Mrs. Locke's Social Committee report is attached.
8. No Old Business was discussed.
 9. New Business.
 - A. Mr. Roma reported that he had recently received complaints about aggressive dogs. The Board will post a sign asking that residents do not bring animals inside the mail house. SWFL CAM will send out an e-mail blast informing residents of the new policy.
 - B. The Board reported that the "Hellickson" property would be billed as only one address until the property is sold and at that time property will be billed as two addresses. The Board voted 4-0 to confirm that policy.
 - C. The Board reported that they will not extend payment plans for the association's annual dues.
 - D. The Board authorized SWFL CAM to switch from an accrual accounting method of financial reporting to a cash method beginning January 1, 2024.
 10. The Annual meeting was scheduled to be held on January 16, 2024 at 7 PM. The meeting was adjourned at 5:15 PM.