



SWFL CAM SERVICES

Community Association Management

CYPRESS PINES PROPERTY OWNERS ASSOCIATION, INC.

MINUTES FROM THE OCTOBER 24, 2023 BOARD OF DIRECTORS MEETING

1. The meeting was called to order at 4 PM. Dixie Burrell, Jim Bartel, Phil Dent, Jan Locke, Karen Carter and Paula Carnell were present and Al Roma attended via videoconference establishing a quorum.
2. The Board voted 7-0 to approve the minutes from the September 18, 2023 meeting as presented. With changes to New Business C (add “d” to the word increase).
3. Mr. Roma stated that he looked forward to working the Board in a “positive manner” to resolve community issues.
4. Mrs. Carter’s financial report, as of September 30, 2023, is attached. The Board requested to meet with Myly of SWFL CAM to review the proposed 2024 budget and review reporting protocol.
5. No Owner’s comments were submitted.
6. Committee reports.
 - A. The ARC Committee reported that they had met twice recently and approved 3 items (one painting, one roof and a rain wind barrier).
 - B. The Board voted 7-0 to establish a Budget/Finance Committee.
 - C. No Compliance/Appeals Committee report was submitted.
 - D. No Drainage Committee report was submitted.
 - E. The Rentals/Resale Committee reported that since the last meeting 20052 Petrucca Circle sold on October 18, 2023 to buyer “Loughray”, that 20048 Lake Vista Circle #3-D was recently rented and rental applications had been submitted for 19966 Lake Vista Circle, 20061(11/19/23 through 12/31/2023), 20061 Petrucca Circle (1/1/2024 through 1/31/2024) and 20061 Petrucca Circle (2/1/2024 through 3/1/2024).
 - F. The Social Committee report is attached.
7. Old Business.
 - A. After discussion the Board voted 7-0 to establish an association website through CINC. The website will begin January 1, 2024.

- B. Mr. Roma reported that he was in the process of obtaining an estimate for replacing the numbers on the mailboxes. After further discussion the Board voted 7-0 to create the new numbers with a Dymo label maker.
- C. The Board discussed the continued use of the mailboxes and the land lease agreement between the association and the golf course. The Board will have legal consul research the “ownership” of the Mail House and the surrounding amenities.
- D. Mr. Bartel reported that the association’s access to golf course water by is yet to be determined. The Board will continue to investigate options for alternative water supplies.

8. New Business.

- A. The Board voted 6-1 (Mr. Dent voting NO) to continue funding the Social Committee in the 2024 budget.
- B. The Board voted 6-1 (Mr. Dent voting NO) to have SWFL CAM obtain a credit card from Valley Bank for use for miscellaneous expenditures.
- C. SWFL CAM explained how they formulated the first draft of the 2024 proposed budget before sending it to the Board and reviewed the protocol for logging meeting minutes.

9. The next meeting (2024 budget approval) was scheduled to be held on November 21, 2023. The meeting was adjourned at 5:20 PM.

Balance Sheet
Cypress Pines Property Owners Association, Inc.
End Date: 09/30/2023

Date: 10/16/2023
Time: 3:42 pm
Page: 1

	Operating	Reserve	Total
Assets			
Cash			
VNB OP	\$ 3,011.24	\$ -	\$ 3,011.24
Truist Cash 2852 (fka BB&T MM)	40,071.73	-	40,071.73
Truist Cash 2008 (fka BB&T Operating)	54,360.48	-	54,360.48
Petty Cash - Social Committee	233.88	-	233.88
Total: Cash	\$ 97,677.33	\$ -	\$ 97,677.33
Reserves			
Achieva MM - 1850616S74	-	86,411.12	86,411.12
Achieva CD 1.982% - 2/27/24	-	82,604.56	82,604.56
Due from Operating Acct	-	3,832.03	3,832.03
Total: Reserves	\$ -	\$ 172,847.71	\$ 172,847.71
Accounts Receivable			
Accounts Receivable	972.15	-	972.15
Total: Accounts Receivable	\$ 972.15	\$ -	\$ 972.15
Other Assets			
Prepaid - Insurance	1,523.88	-	1,523.88
Total: Other Assets	\$ 1,523.88	\$ -	\$ 1,523.88
Total: Assets	\$ 100,173.36	\$ 172,847.71	\$ 273,021.07
Liabilities & Equity			
Current Liabilities			
Deferred Income	18,894.00	-	18,894.00
Accounts Payable	2,012.32	-	2,012.32
Due to Reserve	3,832.03	-	3,832.03
Prepaid Owner Assessments	402.42	-	402.42
Total: Current Liabilities	\$ 25,140.77	\$ -	\$ 25,140.77
Reserve Accounts			
Def Maint & Cap Exp - Drainage Reserve	-	51,708.22	51,708.22
Def Maint & Cap Exp - Road Sealing Reserve	-	4,300.00	4,300.00
Def Maint & Cap Exp - Roads Reserve	-	115,638.00	115,638.00
Total: Reserve Accounts	\$ -	\$ 171,646.22	\$ 171,646.22
Equity			
Retained Earnings	92,275.00	-	92,275.00
Total: Equity	\$ 92,275.00	\$ -	\$ 92,275.00
Net Income Gain/Loss	-	1,201.49	1,201.49
Net Income Gain/Loss	(17,242.41)	-	(17,242.41)
Total: Liabilities & Equity	\$ 100,173.36	\$ 172,847.71	\$ 273,021.07

SOCIAL COMMITTEE MEETING

WED, OCT 18, 4:00 Ladies locker room

Present: Terri Shedlock, Lorie Monroe, Dixie Burrell, Kim Talmadge, Diane Polite, Kim Frye

Absent: Janet Locke, Karen Carter, & Jill Edgar

WELCOME BASKETS no households served this month

LET'S GET CRAFTY 3:00 Oct 18 spa scrubs—lavender & lemon scents (Terri)

5 attendees

Nov 15 Bev Stokes greeting cards

2:30, \$10 for 3 cards, 12 spots only

Dec 13 preregister for making initial for door hanging to decorate for holidays, cost TBA (Lorie & Terri)

Dec 12 Hoping for 10-12 people

Jan 11 or 18? Jill Edgar—embellish 3 or 4 gift bags, \$3 fee

MARKET DAY

OCT 21 served 13 households

Every third Saturday, next one is NOV 18

GATEHOUSE FLOWERS

Karen Carter, Kim Frye & Terri Shedlock transplanted flowers and cleaned up the entrance flower beds

POOL PANCAKE BREAKFAST

Free to residents Sat, Nov 4 9:00—10:30

3 griddles needed mimosas—Diane

pancakes—Terri—pumpkin w/ cream cheese drizzle, raspberry w/ lemon glaze, & plain pancakes

egg bites—Dixie

sausages—Kim F coffee & juice—Jan

reamer & paper products—Kim F

Signups sheets for upcoming events available at breakfast

All donated by the social committee!

CRAFT FAIR NOV 11 in conjunction with MOOSE 9:00—2:00

Kim F met with Moose—we will furnish 2 tents and sell coffee & donuts (\$1 each). We will receive \$5 from each vendor from CPPOAI residents (\$25).
Jan purchase donuts & Terri make coffee
U-turn sign for Homestead is ready to be picked up. Cost will be \$10.65, hopefully charged to the Moose

CHRISTMAS PARADE SAT DEC 16 at 6:00

Tina and Barry are lined up to lead the parade and entertain in the club house \$200

Prizes for golf cart decorations \$25, \$15, \$10

Need a loaner golf cart for Tina & Berry

Food? previously purchased Xmas cookies from Costco

CHRISTMAS DECORATING SAT NOV 25 @ 9:00

window clings are purchased (\$23.72)

Need to check out get lights & ascertain what needs to be purchased

CHRISTMAS TEARDOWN SAT JAN 6 9:00

OTHER PROJECTS:

CHILI COOKOFF & CORNHOLE TOURNAMENT FEB 4

at the pool and tent for chili participants

COFFEE KLATCHES

Jan 27, FEB 24, Mar 30

SPRING DRIVEWAY HAPPY HOUR (TBA) beginning of March

asking Howard & Carol, & Cindy & Larry

BUS TRIP to Lake Placid to view 50 murals on buildings

\$40 each, lunch at "Cow Poke"?

NEXT MEETING: Nov 15 at 4:00