

Cypresswood Community Association, Inc.
Board of Directors Membership Meeting Minutes

DATE: April 27, 2009
TIME: 7:00 P.M.
PLACE: East Clubhouse, Spring, Texas

ATTENDING:

Russell Wells, President
Jay Thorwaldson / Vice President
Kenna Swaim, Secretary
David Segers / Treasurer
Sandee Lewis / Director
Mike Keimig / Director
Bradly Rendl / Director
Cindi Sargent, CMCA, Community Manager

CALL TO ORDER

The meeting was called to order at 7:18 p.m. Those in attendance are shown on the sign-in sheet, which is attached to these Official Minutes.

MEETING MINUTES - The March 23, 2009 Membership Meeting minutes were read by Secretary Swaim, after which the Board approved as presented with corrections (Motion – Thorwaldson; 2nd – Rendl; unopposed).

REPORTS

Sheriff's Department – Deputy Miller introduced Deputy Jenkins who is the evening shift Deputy. Deputy Jenkins discussed various topics including advising the homeowners to use their garages for their vehicles to help prevent theft. He also informed the members that the day shift Deputy is Mike Malloy and the night shift Deputy is Victor Ramirez. Finally he informed the members that no one is given a solicitation permit from the County and if they had problems with solicitors to call the Sheriff's Department non emergency number to report this activity. President Wells stated that he would place this information in *The Log*.

Activities Coordinators – Assistant Activities Coordinator, Tiffany Lopez reminded the homeowners that the activity coordinators are now issuing pool passes at the East clubhouse and briefly discussed preparations for the July 4th event. Finally, she reminded the members of the new summer hours for the community center.

COMMITTEE REPORTS

Financial – Treasurer David Segers presented the Association's financial statement for the period ending March 31, 2009. Cash assets at the end of the reporting period totaled \$826,193.39, which included \$187,260.74 in Operating Funds and the balance in investments. Year 2009 assessments were 83%

collected, and the Recreation fees were 81% collected.

Homeowner Forum – none.

ADJOURN

There being no further business to come before the membership, the meeting was adjourned to the Executive Session.

Minutes of the meeting were prepared by:

Cindi Sargent, CMCA[®], Community Asset Management, Inc.

And approved at the meeting of _____, 2009 as attested by:

Kenna Swaim,
Secretary, Cypresswood Community Association, Inc.

Cypresswood Community Association, Inc.
Board of Directors Executive Session Meeting Minutes

DATE: April 27, 2009

TIME: 7:00 P.M.

PLACE: East Clubhouse, Spring, Texas

ATTENDING: Russell Wells / President
Jay Thorwaldson / Vice President
David Segers / Treasurer
Kenna Swaim, Secretary
Santee Lewis / Director
Mike Keimig, Director
Bradly Rendl / Director
Cindi Sargent, CMCA, Community Asset Management

EXECUTIVE SESSION CALL TO ORDER

Motion was made to adjourn the Membership Meeting to Executive Session (Motion – Thorwaldson; 2nd – Swaim; unopposed).

RECONVENE MEMBERSHIP MEETING

Motion was made to reconvene to the Membership Meeting (Motion – Thorwaldson; 2nd – Rendl; unopposed).

MEETING MINUTES - The March 23, 2009 Executive Meeting minutes were read by Secretary Swaim, after which the Board approved as presented (Motion – Thorwaldson; 2nd – Keimig; unopposed).

2009 ANNUAL MEMBERSHIP MEETING – Vice President Thorwaldson, being the Nominating Committee Chairman, informed the Board that the 2009 Nominating Committee consists of homeowners Gary Freshwater, Carol Herrington and himself. He also presented the Board with the names of the homeowners who would be placed on the 2009 election proxy, incumbents Santee Lewis, Mike Keimig and Brad Rendl along with Vicki Mutch and possibly Ken Dozier.

FINANCIAL REPORT

General discussion ensued, during which the Board approved the March 31, 2009 financials as

presented (Motion –Segers; 2nd – Rendl; unopposed).

COLLECTION REPORT

The Board reviewed and agreed to;

- accept the Attorney Status Report dated April 8, 2009 as presented (Motion - Thorwaldson; 2nd – Keimig; unopposed),
- in accordance with the Association’s Collection Policy, the Board authorized Attorney Demand Letters to be sent to delinquent owners who owed one year of assessment fees or more in principal (Motion – Keimig; 2nd – Rendl; unanimous).

DEED RESTRICTION REPORT

The Board reviewed and agreed to;

- accept the April, 2009 Deed Restriction Report as presented,
- approve the April 16, 2009 Attorney Deed Restriction Status Report (Motion – Rendl; 2nd – Keimig; unopposed).

BUILDING / LANDSCAPING MAINTENANCE

General discussion ensued, during which Vice President Thorwaldson:

- informed the Board that the granite at the walkway along Ella Blvd was installed,
- informed the Board that he obtained a proposal for repairing the lights on Cypresswood Drive from Mid South Commercial and that the cost involved to repair and replace these lights were not cost effective and suggested that the Board decline this proposal. The Board declined the proposal and agreed to remove this item from the agenda.
- informed the Board that Mid South Commercial has installed a Marquee at the East Community Center with a red for security notification.

OLD BUSINESS

Deed Restriction Consolidation Committee - Chairperson Sandee Lewis informed the Board that there were two groups in the committee consisting of 17 people. The two groups are currently working on an outline of the deed restrictions and would have more information at the next meeting.

Cypresswood Place C.I.A. – tabled, awaiting for response from Cypresswood Place C.I.A.

Annual Meeting – the Board discussed the Annual Membership Meeting and reviewed and

approved the Annual Meeting documents as presented.

NEW BUSINESS

There being no further business to come before the Board, the meeting was adjourned.

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Cindi Sargent, CMCA, Community Asset Management, Inc.

And approved at the meeting of _____, 2009 as attested by:

Kenna Swaim,
Secretary, Cypresswood Community Association, Inc.