

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

DATE: June 28, 2010

TIME: 7:00 P.M.

PLACE: East Clubhouse, Spring, Texas

ATTENDING:

Russell Wells, President
Jay Thorwaldson , Vice President
Mike Keimig / Secretary
Melissa Cummings, Director
Walt Guillote, Director
Brad Rendl, Director
Mark Inman, Director
Cindi Sargent, CMCA, Community Manager

CALL TO ORDER

The meeting was called to order at 7:02 p.m. Those in attendance are shown on the sign-in sheet, which is attached to these Official Minutes.

MEETING MINUTES - Director Keimig read the April 26, 2010 Membership Meeting Minutes after which a motion was made to approve with correction of spelling error (Motion – Thorwaldson; 2nd – Rendl; unopposed). Director Keimig also read the May 24, 2010 Annual Meeting Minutes after which the Board approved with a correction to the year (Motion – Thorwaldson; 2nd – Rendl; unopposed).

REPORTS

Sheriff's Department – Deputy Larry Jenkins gave a brief report. After which the members requested that the information be added to the Log and the security alert on the website. The Board agreed.

Activities Coordinators – Activities Coordinator Kim Sorensen discussed the upcoming July 4, 2010 holiday activity which will be held on July 3, 2010. She also informed the members that the National Night Out will be held August 3, 2010 from 6 p.m. to 8 p.m. Finally, she informed the Board that most of the pool passes have been issued for the 2010 pool season.

Financial – Vice President Thorwaldson presented the Association's financial statement for the period ending May 31, 2010. Cash assets at the end of the reporting period totaled \$912,972.74, which included \$112,421.87 in Operating Funds and the balance in investments. Year 2010 assessments were 90% collected, and the Recreation fees were 88% collected.

Homeowner Forum – The Board fielded various questions and concerns from the members, including the need for umbrellas at the West pool.

ADJOURN

There being no further business to come before the membership, the meeting was adjourned to the Executive Session (Motion – Thorwaldson; 2nd Keimig; unopposed).

Minutes of the meeting were prepared by:

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

And approved at the meeting of _____, 2010 as attested by:

Russell Wells,
President, Cypresswood Community Association, Inc.

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

DATE: June 28, 2010

TIME: 7:00 P.M.

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ATTENDING: Russell Wells, President
Jay Thorwaldson , Vice President
Mike Keimig / Secretary
Melissa Cummings, Director
Walt Guillote, Director
Brad Rendl, Director
Mark Inman, Director
Cindi Sargent, CMCA, Community Manager

EXECUTIVE SESSION CALL TO ORDER

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

RECONVENE MEMBERSHIP MEETING

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

ELECTION OF OFFICERS

The Board elected the following slate of officers for 2010:

President – Russell Wells
Vice President – Jay Thorwaldson
Secretary – Mike Keimig
Treasurer – Melissa Cummings

The Board of Directors also appointed the following Committees:

Architectural Committee - Chairman - Brad Rendl
Co-Chair – Mike Keimig
Co-Chair – Mark Inman

Building / Maintenance Committee - Chairman – Jay Thorwaldson

	Co-Chair – Russell Wells
Communication Committee -	Chairman – Mike Keimig
Deed Restriction Committee -	Chairman – Brad Rendl Co-Chair – Walt Guillote Co-Chair – Mark Inman
Landscape Committee -	Chairman – Jay Thorwaldson Co-Chair – Russell Wells
Recreation Committee -	Chairman – Mike Keimig Co-Chair – Jay Thorwaldson

MEETING MINUTES - The April 26, 2010 Executive Meeting minutes were approved with spelling correction (Motion – Thorwaldson; 2nd – Guillote; unopposed).

FINANCIAL REPORT

General discussion ensued, during which the Board approved the April and May, 2010 financials as presented (Motion – Thorwaldson; 2nd – Guillote; unopposed).

COLLECTION REPORT

The Board reviewed and agreed to;

- accept the Attorney Status Report dated June 24, 2010 as presented (Motion - Thorwaldson ; 2nd – Guillote; unopposed);
- send all delinquent accounts with a “Collection Demand” status, in the amount of \$244.94 or more to the Association’s attorney for further collections efforts (Motion – Inman; 2nd – Rendl; unopposed).

DEED RESTRICTION REPORT

The Board reviewed and agreed to;

- approve the June 24, 2010 Attorney Deed Restriction Status Report (Motion – Inman; 2nd – Guillote; unopposed).

COMMITTEE REPORTS

Building / Landscape Maintenance - Vice President Thorwaldson advised the Board that there were a few leaks that were taken care of.

Deed Restriction Consolidation Committee – Chairperson Rendl informed the Board that they were willing to add the deed restriction consolidation draft to the web site and will also have copies

available at the East community center for the members that do not have access to the internet. They will also announce that the draft is available on the web site in the next newsletter. The Board agreed to have a general meeting to discuss the draft with the members prior to sending out proxies. The Board agreed that Director Rendl should contact the Association's attorney to clarify the necessary voting requirements for the consolidation.

OLD BUSINESS

West Club House Renovations – general discussion ensued during which President Wells agreed to email the engineer drawings of the proposed construction to the Board members for review.

Playground Equipment – Director Keimig informed the Board that 50 chairs were purchased for the pool and pavilion area. He also informed the Board that they would not be accepting the donated equipment. Finally, he informed the Board that he would be handling the installation of the mulch.

NEW BUSINESS

Insurance Renewal Policy – following review, the Board executed the insurance renewal policy in the form which is made as an attachment to these Official Minutes.

Payment Application Policy – following discussion, the Board agreed to accept the posting policy in the form which is made as an attachment to these Official Minutes (Motion – Keimig; 2nd – Guillote; unopposed).

Rate Resolution Policy – the Board agreed to post the 2011 Rate Resolution Policy to the web site (Motion – Thorwaldson; 2nd – Rendl; unopposed).

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

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Russell Wells,
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