

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

DATE: October 26, 2009

TIME: 7:00 P.M.

PLACE: East Clubhouse, Spring, Texas

ATTENDING:

Russell Wells, President
Jay Thorwaldson / Vice President
David Segers / Treasurer
Sandee Lewis / Director
Mike Keimig / Director
Brad Rendl, 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 September 28, 2009 meeting minutes after which a motion was made to approve as read (Motion – Thorwaldson; 2nd – Lewis; unopposed).

REPORTS

Sheriff's Department – Deputy Larry Jenkins was unavailable for the meeting. President Wells gave a brief report of the various activities in the community including increased activity of solicitation and problems with teenagers egging vehicles in the community. General discussion followed.

Activities Coordinators – Activities Coordinator Kim Sorensen discussed the success of the National Night Out event and thanked all the volunteers for their help. She also reminded the members of the upcoming Christmas event which will be held on December 5, 2009 with additional details to follow.

COMMITTEE REPORTS

Financial – Treasurer David Segers presented the Association's financial statement for the period ending September 30, 2009. Cash assets at the end of the reporting period totaled \$533,310.98, which included \$100,755.20 in Operating Funds and the balance in investments. Year 2009 assessments were 96% collected, and the Recreation fees were 96% collected.

Homeowner Forum – general discussion ensued during which President Wells informed the members of the Board's discussions of options for the 10 acres the Association owns. No final decisions made. He also discussed the various options of things they are considering for the West community center area. Finally, the Board fielded questions and concerns regarding the vandalism of vehicles in the community.

ADJOURN

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

Minutes of the meeting were prepared by:

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

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

Russell Wells,
President, Cypresswood Community Association, Inc.

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

DATE: October 26, 2009

TIME: 7:00 P.M.

PLACE: East Clubhouse, Spring, Texas

ATTENDING: Russell Wells / President
Jay Thorwaldson / Vice President
David Segers / Treasurer
Santee Lewis / Director
Mike Keimig, Director
Brad 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 – Segers; unopposed).

RECONVENE MEMBERSHIP MEETING

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

VACANT DIRECTOR POSITIONS

General discussion ensued, during which Director Santee Lewis tendered her resignation as a Director of the Board of Directors for Cypresswood Community Association. The Board accepted her resignation and thanked Mrs. Lewis for her time and service to the community and especially to the Deed Restriction Committee. Following discussion the Board appointed Walter “Walt” Guillote to fill the remaining term of Santee Lewis. The Board also appointed Jason Travis to fill the term of the vacant position of Kenna Swaim. By acclamation, the Board appointed Mike Keimig to the Secretary position of the Officers of the Board of Directors (Motion – Thorwaldson; 2nd – Keimig; unopposed).

MEETING MINUTES - The September 28, 2009 Executive Meeting minutes were read by Director Keimig, after which the Board approved as presented (Motion – Thorwaldson; 2nd – Keimig; unopposed).

FINANCIAL REPORT

General discussion ensued, during which the Board approved the September 30, 2009 financials as presented (Motion –Segers; 2nd – Rendl; unopposed). The Board also discussed investment rates for various banks and agreed that Treasurer Dave Segers will notify the Manager and Board of Directors of his suggestions.

COLLECTION REPORT

The Board reviewed and agreed to;

- accept the Attorney Status Report dated October 10, 2009 as presented (Motion - Thorwaldson; 2nd – Rendl; unopposed).

DEED RESTRICTION REPORT

The Board reviewed and agreed to;

- accept the October, 2009 Deed Restriction Report as presented,
- approve the October 19, 2009 Attorney Deed Restriction Status Report (Motion – Lewis; 2nd – Rendl; unopposed).

COMMITTEE REPORTS

Deed Restriction / A.C.C – following discussion the Board appointed Walt Guillote to the Deed Restriction committee, and the Board appointed Jason Travis to the Architectural Control committee.

Building / Landscape Maintenance - Vice President Thorwaldson informed the Board that the concrete at the Gazebo was installed. He also noted that there were some annuals that needed to be replaced and after discussing this with Jason at Monarch Landscaping, they agreed to replace them at no cost to the Association. Finally, he reminded the Board that a decision still needed to be made about the lights on Cypresswood Drive. The Directors agreed to inspect them before they agreed on what to do with them.

Deed Restriction Consolidation Committee -

General discussion ensued, during which the Manager informed the Board that the draft had been presented to the Association's attorney for review agreed that she would follow up with the status and give a report at the next meeting.

OLD BUSINESS

NEW BUSINESS

2010 Budget – the Board agreed to finalize the 2010 budget at the November meeting.

2010 Rate Resolution – general discussion ensued during which the Board ratified their decision of the 2010 rate (Motion – Thorwaldson; 2nd – Keimig; unopposed).

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

Minutes of the meeting were prepared by:

Cindi Sargent, CMCA, Community Asset Management, Inc.

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

Russell Wells,
President, Cypresswood Community Association, Inc.