

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

DATE: September 27, 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
Mark Inman, Director

CALL TO ORDER

The meeting was called to order at 7:05 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 August 23, 2010 Membership Meeting Minutes after which a motion was made to approved (Motion – Thorwaldson; 2nd – Inman; unopposed).

REPORTS

Sheriff's Department – Deputy Jenkins gave a brief report of the activities in the community.

Activities Coordinators – Activities Coordinator Kim Sorensen introduced Luez Manriquez who is our new Assistant Activities Coordinator. They are currently planning the Breakfast with Santa for the first weekend in December.

Financial – Treasurer Melissa Cummings presented the Association's financial statement for the period ending August 31, 2010. Cash assets at the end of the reporting period totaled \$722,065.31, which included \$35,677.15 in Operating Funds and the balance in investments. Year 2010 assessments were 94% collected, and the Recreation fees were 93% collected.

Homeowner Forum – The Board fielded questions concerning the deed restriction consolidation status.

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:

Mike Keimig

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: September 27, 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
Mark Inman, Director

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).

MEETING MINUTES - The August 23, 2010 Executive Meeting minutes were approved as presented (Motion – Thorwaldson; 2nd – Keimig; unopposed).

FINANCIAL REPORT

General discussion ensued, during which the Board approved the August 31, 2010 financials as presented (Motion – Thorwaldson; 2nd – Cummings; unopposed). The Board also requested that the Manager tender information concerning the Certificates of Deposit and their mature dates with reinvestments options at least 15 days in advance of the maturity date.

COLLECTION REPORT

The Board reviewed and agreed to;

- accept the Attorney Status Report dated September 20, 2010 as presented (Motion - Thorwaldson ; 2nd – Keimig; unopposed);

DEED RESTRICTION REPORT

The Board reviewed and agreed to;

- approve the September 14, 2010 Attorney Deed Restriction Status Report (Motion – Thorwaldson; 2nd – Keimig; unopposed).

COMMITTEE REPORTS

Building / Landscape Maintenance - Vice President Thorwaldson advised the Board of several completed projects in the community including repairs made to the West club house fence, repairs to the lights in the trees located at in the median of Cypresswood Drive, additional lights installed at the gravel parking lot at the East club house.

In addition Director Thorwaldson is soliciting bids for repairs to tennis court 9 and 10, lowering the swings at the East club house park, re-striping the parking lot at the East club house, repairs to the G.F.I's at the East club house, installing concrete at the East club house parking lot, and speed bumps for the East parking lot.

The Board reviewed the bid tendered by Monarch landscaping for installing metal cages for the 5 irrigation sites in Cypresswood and agreed to solicit additional bids.

The Board approved purchasing a 24X24 “Slow Children at Play” sign for the East club house parking lot.

Finally, Director Thorwaldson agreed to look at the damaged letters on the monument at Louetta and Ella.

Deed Restriction Consolidation Committee – no report.

OLD BUSINESS

West Club House Renovations – tabled.

NEW BUSINESS

Waste Management – the Board reviewed bids tendered by various waste management companies and agreed to table a decision until the final bid is submitted.

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.