

CYPRESSWOOD PLACE COMMUNITY
IMPROVEMENT ASSOCIATION, INC.

MINUTES OF MEETING OF
November 13, 2018

STATE OF TEXAS
COUNTY OF HARRIS

The Board of Directors of Cypresswood Place Community Improvement Association, Inc. met in a regular meeting at Harris County WCID No.132 Water Plant located at 4107 Evening Trail Drive, Spring, Texas 77388, on the 13th day of November 2018, at 7:00 pm. Those present:

Jane Warren	President
Peggy Batson	Vice President
Olav Unger	Treasurer
David Brookshire	Secretary
Bob McAdams	Director

All members of the Board were present, constituting a quorum. Also in attendance was Terrie Mancini, Jody Devries, and Dorothy Williams-Henry. The meeting was called to order at 7:06 p.m. by Jane Warren.

REVIEW AND APPROVE MINUTES OF THE MEETING OF July 10, 2018:

David Brookshire presented the regular meeting minutes of April 18, 2018. **Olav Unger moved that the minutes be accepted as presented. The motion was seconded and approved unanimously.**

ATTACHED-July 10, 2018 minutes.

CONSIDER AND ACT UPON FINANCIAL REPORT OF July-October 2018:

Olav Unger reviewed the financial reports of July, August, September, and October 2018. Multiple issues with the sprinkler system identified due to damage caused by contractors. Jane was able to identify contractor at fault and is working with the companies involved to get them to cover the costs of repairs. **David Brookshire moved to accept the reports. Upon a second the motion was approved unanimously.**

ATTACHED-July-October 2018 Financial Statements

CONSIDER AND ACT UPON THE LANDSCAPING REPORT

Peggy Batson reported on the state of our community landscaping, and proposed engaging with a company to put our sprinkler system under a service plan.

CONSIDER AND ACT UPON ANY ARCHITECTURAL CONTROL REQUESTS

One request for new windows was submitted and approved.

NEW BUSINESS

1. Newsletter

The Board discussed the yearly newsletter. Each member will submit their sections on December 1st, and David will assemble, print and mail out.

2. Yearly association dues, late fees

The Board reviewed the association's annual budget, and will include the proposal in the newsletter. The Board determined that the yearly dues for 2019 will be set at \$1200/lot. The Board also established a new late fee plan, including \$25 for the first instance, \$35 for a second instance, and \$50 for a third late payment or beyond. Late fees will be assigned for any bill due the association.

OLD BUSINESS

1. Monument Lighting Project

David Brookshire discussed the challenges uncovered in trying to build a solar-only solution for lighting our entrance monuments. There is currently no economical method for providing power necessary, short of paying CenterPoint to build out new service panels for each monument. The Board will follow up with CenterPoint regarding their offer to install a new street light by the second monument, and converting all of the subdivision lights to LED.

EXECUTIVE SESSION

The Board moved into Executive Session at 8:53PM.

MEETING ADJOURNED

The meeting was adjourned at 9:12PM.

Respectfully Submitted,

David Brookshire

David Brookshire, Secretary