

CYPRESSWOOD PLACE COMMUNITY
IMPROVEMENT ASSOCIATION, INC.

MINUTES OF MEETING OF
November 5, 2020

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, and via teleconferences on the 16th day of April 2018, at 7:20 pm. Those present:

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

Four members of the Board were present, constituting a quorum. The Board did provide a conference calling option for our owners to be able to participate, but none dialed in. The meeting was called to order at 7: p.m. by Jane Warren.

REVIEW AND APPROVE MINUTES OF THE MEETING OF November 26, 2019:

David Brookshire presented the regular meeting minutes of November 26th, 2019. **Bob McAdams moved that the minutes be accepted as presented.** The **motion was seconded and approved unanimously.**

ATTACHED-November 26th, 2019 minutes.

CONSIDER AND ACT UPON FINANCIAL REPORT OF June 2019-October 31, 2020:

Olav Unger discussed the current financial reports for the community. All dues have been paid, and accounts are current. Our budget for the year is running a small surplus, though there are some year-end landscaping expenses planned. The surplus is due to the Covid-19 “pause” in activities, and no legal costs incurred this year. Though here has been a significant increase in the cost of our water bill, savings in other utilities have offset. A number of contracts are set for expiration/reneal, including Republic Trash, electricity, and our Certificate of Deposit (CD) with Wells Fargo Bank. Bob McAdams discussed options for renewing our CD. Peggy Batson discussed the background of the water bill increase—the WCID is converting wells to surface water. **Dave Brookshire moved to accept the reports. Upon a second the motion was approved unanimously.**

ATTACHED-June-October 2019 Financial Statements

CONSIDER AND ACT UPON THE LANDSCAPING REPORT

Peggy Batson reported that we are in the 2nd year of the contract with Hahn’s, though landscaping projects have been put on hold due to the Covid-19 pandemic. Projects have been pushed to Spring and Summer of 2021.

CONSIDER AND ACT UPON ANY ARCHITECTURAL CONTROL REQUESTS

Peggy Batson noted that there were two architectural control requests submitted for paint and trim work to their respective houses. The work was approved, and has been completed.

COVID-19: Owner's Meeting, Election

The board discussed the effects of not being able to hold our annual owners meeting due to the pandemic, specifically not being able to reelect board members and laid out in our By Laws. The situation created by the pandemic is far from normal. Dave Brookshire noted that the Board elections have been uncontested for ten years, and proposed treating the two positions (held by Olav Under, and Bob McAdams) be treated as vacancies, and the Board would fill the positions as such. Though an imperfect solution, the Board will record this action in the meeting minutes which get published to the community website. Dave Brookshire moved to accept Olav and Bob to fill the two vacancies. Upon a second the motion was approved unanimously. The Board hopes to be able to resume the annual meetings in May of 2021.

REVIEW 2021 BUDGET, OWNER DUES

The Board discussed the projected budget for 2021. As discussed earlier in the meeting, there is an expected increase in water bill in the next years. The budget for repairs has been increased to \$1,000. Bob McAdams discussed options for replacing our CDs, and is pursuing new terms. The expenses planned for area multi-year beautification project are being offset by adjustments to the mowing schedule, and other project savings. The Board set the yearly owner dues at \$1,200 per lot. Dave Brookshire moved to accept the proposed budget and yearly dues. Upon a second the motion was approved unanimously.

NEWSLETTER

The board discussed the newsletter set to be published in December 7, and mailed the 9th.

MEETING ADJOURNED

The meeting was adjourned at 8:10PM.

Respectfully Submitted,

David Brookshire

David Brookshire, Secretary