

CYPRESSWOOD PLACE COMMUNITY
IMPROVEMENT ASSOCIATION, INC.

MINUTES OF MEETING OF
November 16, 2020

STATE OF TEXAS
COUNTY OF HARRIS

The Board of Directors of the 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 November 2021, at 7:00 pm. Those present:

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

Five (5) members of the Board were present, and a teleconference link was provided to the association Owners to allow them to participate, while remaining safe during the Covid-19 pandemic. Attending via teleconference were Deborah Bilbo, Patty Dillon, Rodney Norton, Constance Deen, and Patty Hall. Five (5) owners attended via this option, bringing the total in attendance to ten (10), thus constituting a quorum. The meeting was called to order at 7:00 p.m. by Jane Warren.

REVIEW AND APPROVE MINUTES OF THE MEETING OF November 5, 2020:

David Brookshire presented the regular meeting minutes of November 5th, 2020, previously posted to the community web site, and emailed to the Board members. **Bob McAdams moved that the minutes be accepted as presented.** The **motion was seconded and approved unanimously.**

CONSIDER AND ACT UPON FINANCIAL REPORT For 2021:

Olav Unger discussed the current financial reports for the community, reported that we are operating in or close to our projected budget. Three new contracts are being considered for our trash service, energy provider and insurance. Our Republic Trash contract is up for renewal with no projected rate change for 2021, but with a 3% increase expected for next year. Our contract with Champion Energy expired in May 2021, and a new contract with Cirro Energy established. We have also engaged Farmers Insurance for our community insurance policies. **Dave Brookshire moved to accept the report. Upon a second the motion was approved unanimously.**

CONSIDER AND ACT UPON THE LANDSCAPING REPORT

Peggy Batson discussed the landscaping report for 2021. Our contract with Hahn's runs through 2022 and will need to be re-visited in the next year. We have transitioned to our winter mowing schedule—weekly mowing will resume in April. Several of the bushes planted in the last year are dying, and Hahn's has agreed to replace under warrantee. Hahn's will also plant winter flowers in December.

CONSIDER AND ACT UPON ANY ARCHITECTURAL CONTROL REQUESTS

Two (2) requests were received during 2021 for painting and trim, and replacement gutters, both approved, and completed.

PUBLIC COMMENT

Patty Dillon commended the Board on keeping the costs of our community low, and the common areas looking beautiful. Rodney Norton asked about the possibility and process of proposing an amendment to our Deed Restrictions to update the limit of the number of cars parked in the driveway of each home, and restrictions on subletting. Dave Brookshire will review our existing governing documents to a) determine what limits currently exist, and b) what the requirements are for proposing an amendment and will present these at the next meeting for discussion.

Discuss the Status of COVID-19, the Owner's Meeting, and Election

Dave Brookshire discussed the ongoing pandemic. Since the HOA was unable to hold an Annual Owners meeting, we were also unable to hold an election for the two Board positions due. As announced last year, the Board positions due for election (currently held by Dave, and Peggy Batson) will be treated as if they were vacated mid-term, and as such the Board will appoint Dave and Peggy to fill the vacancies. This is not an optimal situation but given that none of the elections in the past few years have been challenged, the Board asked all the owners in attendance if there was an objection to this solution. **Olav Unger moved to declare the two Board positions vacant and appoint Peggy Batson and Dave Brookshire to fill the vacancies. Upon a second the motion was approved unanimously.**

REVIEW 2021 BUDGET, OWNER DUES

Olav Unger and Bob McAdams reviewed the 2022 Budget with the Board and those in attendance, proposing that the existing rates will be sufficient to cover the association expenses for the next year. **Dave Brookshire moved to accept the budget and set the 2022 Owner dues at \$1,200/lot. Upon a second the motion was approved unanimously.**

NEWSLETTER

Dave Brookshire discussed the newsletter for 2021.

EXECUTIVE SESSION

The Board moved to Executive Session at 8:10PM.

MEETING ADJOURNED

The meeting was adjourned at 08:40PM.

Respectfully Submitted,

David Brookshire

David Brookshire, Secretary