



**Board of Directors Agenda**

**October 6, 2016**

Present: Amy, Tim, Jarod, Marcus

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1. Approval of Minutes August 11, 2016 Marcus motions to approve, Jarod 2nds, all in favor
2. Approval of Financials
  - a. Review of monthly utilities
    - i. Seem to be accurate; not seeing substantial difference since reduction of run time for pond fount
    - ii. Reduction in waterfall utility bill was significant; shutting it down for 6 weeks probably will be a wash with the cost of repairs
    - iii. Requesting quarterly line-item report in order to prepare for budget
3. Board nominating and voting process
  - a. Nomination forms will be posted and emailed Oct. 17; see appendix A
  - b. Postmarked by October 28
  - c. Voting will take place Nov. 9 or 10 from 6-7 PM; depending on availability of building
  - d. Board members-elect will be required to attend meeting Nov.15 with current board in order to participate in budget process; dues letters to be mailed out Dec. 1
  - e. Tim motions to accept the election process, nomination form, and all designated requirements and adopt into the board by-laws, Marcus 2nds, all in favor
4. Committee Reports:
  - a. ACC- Tim
    - i. record of email approvals August 11- October 5, 2016; Jarod motions to accept into minutes, Marcus 2nds, all in favor
      1. 203 Cane Creek
      2. 104 Cane Creek
  - a. Commons Areas-Jarod
    - i. Some fountain lights out; Jarod will replace with LEDs
    - ii. Electrician will look at GFIs on fountains and timers
    - iii. Resident reported water leak at Larivierre and Fairfield
  - b. Communications-Amy

- i. Garage sale to be held this weekend; adds in Quick Quarter and Advertiser; email sent to residents and posted on website
    - ii. Update of email forwarding list
    - iii. Will call Janice for another sign update
    - iv. Will call Lowry for covenant entry sign update
    - v. Will send email for nomination form and post to website
  - c. Violations-Marcus
    - i. Will meet with committee members to formalize process as subdivision expands
    - ii. Will draft warning letter for violations not currently under warning (trash can warnings have been issued to all residents)
  - d. Other Business
    - i. Tim Lovell resigns effective 10-6-16
    - ii. Marcus motions to appoint Louvy LeJeune to fill the vacancy and chair the ACC through the remainder of the term, Jarod 2nds, all in favor
    - iii. Next month's agenda should include bid process for upcoming budget
- 5. Set Next Board Meeting for Nov. 3 at Jarod's house
- 6. Adjourn--Marcus motions, Jarod 2nds, all in favor



**2017 Board of Director's Nomination Form**  
Filing Deadline: Postmarked October 28, 2016

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Cypress Meadows Homeowners' Association announces the open nomination period for 2017 Board Members. Board members are volunteer members who agree to donate their time to the monthly management of the association. Prospective candidates must be homeowners within the subdivision and be in good standing with the association (current on dues, no outstanding fines or unrectified violations). Eligible candidates must complete this form and return it by the postmark filing deadline of October 28, 2016. Voting will be conducted on November 10 and 11 from 6-7 PM, and only one vote per property is allowed. (Votes will be accepted on either date.) Board members-elect agree to attend and participate in a budget drafting meeting on November 15, 2016 at 6:00 p.m.

Please Print.

Name \_\_\_\_\_ Cell Phone \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

By signing this nomination form, I certify that I am 18 years of age or older, a property owner in Cypress Meadows, and a member in good standing with the association (current with dues, no outstanding fines or unrectified violations).

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please submit a candidacy statement of NO MORE THAN 50 WORDS. This statement will be printed on the election ballot for voting purposes. If the statement reads more than 50 words, only the first 50 words will appear.

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This form must be postmarked Oct. 28, 2016 and sent to:  
Cypress Meadows HOA, PO Box 1377, Broussard, LA 70518