



**Cypress Meadows Subdivision  
Homeowners Association**

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**Meeting Information**

**Meeting:** Board Meeting  
**Date:** January 29, 2025  
**Time:** 6:00pm

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**Meeting Attendees**

<b>Member</b>	<b>Office and/or Committee Chair</b>
Derek Evans	President, ACC, Capital Improvements
Amy Deslattes	Secretary, Treasurer, ACC, Financial
Shani Merchant	Socials
Tania Mitchell	Socials
Anthony Rogers	Commons
<del>Rob Teal</del>	ACC, Capital Improvements
Seth Plaisance	Commons, Capital Improvements
Chris Andrus	
Margi Liberty	YOM
Stephenie Scelfo	Bookkeeper

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**Agenda**

1. Open Meeting
2. Motion to reorder agenda and start with 6A [action item] Amy motions, Derek seconds
3. Approve minutes December 16, 2024 [action item] Derek motions to approve with the adjustment to final capital improvement numbers based on bookkeeper report. Seth seconds
4. Treasurer Report
  - A. 2024 assessments collected at 97.7%; 12 liens placed for nonpayment of 2nd half dues
  - B. Reserve Fund
    1. Special Assessment for Roundabout- 18 unpaid, added to Dec. invoice
    2. Reserve fund contribution for 2024 (\$15,000) deposited to savings on 12/15/24
    3. Total spending from Reserve fund for 2024= \$21,076.22
  - C. 2025 invoices mailed week of Dec. 15, due Jan. 15
  - D. Payment plans: Lot 148, Lot 101, Lot 039
  - E. Judgments: Lot 271 judgment granted, Lot 222 pending judgment, Lot 133 judgment awarded, in current payment plan
5. Old Business
  - A. Plan for pond bank repair due to nutria damage discussion; Seth will get contractor to review bank damage and present scope of work by Feb. meeting
  - B. Update on judgment proceedings Lot 271; judgement granted, waiting on notification that homeowner has been served; once served, board will initiate final outreach for payment plan before moving to garnishment of wages

- C. Mailbox Kiosk walkway repair and bollard install necessary due to excessive vehicular traffic over sidewalk. Seth secured 3 bids. Shani motions to accept bid by Vansickle, Anthony seconds. Reserve fund will be used for repair.
- D. Insurance renewal executed \$8,855.60

## 6. New Business

- A. 2025 Budget planning 2024-2025 worksheet and 2024 year end spreadsheet. Discuss all line items with bookkeeper and adjust as needed.[action item] Seth motions to adopt final budget, Tania seconds
- B. Judgment Proceedings Lot 222 [action item] Final demand letter with notice of impending judgement received no response after 30-day timeline. Bookkeeper will file lien for current amount due on account. Seth motions to proceed with judgment, Derek seconds
- C. Foreclosure of lot 219 and lien status; liens are filed against the previous homeowner and should not be removed until the debt is satisfied. Sheriff's office indicates that the title has been cleared sufficiently for the new owner to take ownership without the CMSHA lien impacting ownership. Derek motions to leave liens intact under the previous homeowner names, Shani seconds

## 7. Committee Reports

### A. ACC-

#### 1. New Submissions

- a. [REDACTED] Sandy Bay Drive - Fence install with double gates and partial pond lot fencing
- b. [REDACTED] Easy Rock Landing - patio extension and addition
- c. [REDACTED] Gentle Island - Shed Installation

#### 2. Under Review

- a. [REDACTED] Sunshine Rise 60-day grace period granted 10/29/24; 30 day extension granted 1/8/25
- b. [REDACTED] Lost Bridge - French Drain install with curb adapter
- c. [REDACTED] Sunshine Rise- ACC approval indicated need for 5' setback from water's edge, but current build is at water's edge; homeowner indicates they put in a gate instead of the 5' setback; need to confirm access for lawn company (board is not in favor of contract workers having to access common areas through private property); Anthony will discuss with lawncare; homeowner may have to move deck to meet accessibility for lawncare as indicated in initial approval

### B. Capital Improvements- Derek

- 1. Restroom Bid Process - set date for Financial Committee to review bids. Current quotes range from \$70K-91K; board would be able to designate a small portion from budget line item as long as it doesn't not exceed percentage of discretionary spending as allowed by tax status

### C. Commons Areas- Anthony

- 1. Nutria contractor is no longer available; researching for other options

### D. Communications-

- 1. January cover letter and financial status to be mailed after January budget meeting; will include board decision to see covenant vote in March

### E. Socials- Shani

1. March 29 - Spring Garage Sale
2. April 12 - Easter Social & Vendor Pop-Up
3. April 26 - Kids Fishing Tournament
4. August 9 - Back to School Bash with Bubble Bus (check to make sure deposit check was mailed)
5. September 27 - Fall Garage Sale
6. October 25 - Halloween Social
7. December 13 - Christmas Passport Extravaganza

F. Welcome Committee- Amy

1. 3 packets delivered for December. 51 packets for 2024

G. Violations-

1. On-street parking addressed as needed, but extended grace period during holiday season
2. Gravel driveway violation transferred to ACC

H. Yard of the Month- committee wants to skip January but will do extra in spring months

8. February open HOA meeting February 15, 10:30

No February board meeting due to several board members traveling and Mardi Gras

9. Adjourn-