



**Cypress Meadows Subdivision
Homeowners Association**

Meeting Information

Meeting: Board Meeting
Date: August 25, 2025
Time: 6:00pm

Meeting Attendees

Member	Office and/or Committee Chair
Seth Plaisance	President, Capital Improvements, ACC
Amy Deslattes	Secretary, Treasurer, ACC, Financial
Shani Merchant	Socials
Tania Mitchell	Socials
Anthony Rogers	Commons
Rob Teal	ACC, Capital Improvements
Chris Andrus	Commons, holiday decorations
Margi Liberty	YOM

Agenda

1. Open Meeting
2. Approve minutes June 9, 2025 [action item] Margi approves, Shani seconds
3. Treasurer Report
 - A. Q2 financials
 - B. Account updates and lien status- Customer account review 8/2025
 - C. Financial account signatory status- Edward Jones signatures are updated; Community First will be updated on 8/26/2025
4. Old Business
 - A. Insurance renewal- reviewed by financial committee November 2024, approved in budget January 2025, renewal effective August 2025.
-Bids in insurance are difficult because agents have a limited number of brokers that they can seek quotes through, and if one agent submits for a quote from a broker, other agents are blocked from getting an additional quote from the same broker. Negotiating power is within the agent who gets quotes from multiple brokers; basically the agent is doing the bid process for the association. Should any homeowners request previous bids, our agent at DJW can provide a list of brokers that bid on the insurance.
5. New Business
 - A. Request from homeowner of lot 005 to waive late fees of \$111.25 (has not had any late fees previously waived) [action item] Shani motions to waive as a one-time courtesy, Anthony seconds.
 - B. Request from homeowner of lot 148 to start a new payment plan. Balance is \$3198.91 and homeowner hasn't paid on previous agreed payment plan since May 2025. [action item] Margi motions to enforce late fees that have accrued since stopped paying; new payment agreement is a courtesy and missing any future payments, Shani seconds

- C. Offer payment plan letters offered to the following homeowners: [action item] Anthony motions, Margi seconds
 - 1. 079- \$3,413.86
 - 2. 007- \$3,269.36

6. Committee Reports

A. ACC-

1. New Submissions

- a. Email approvals need to be updated for records

2. Under Review

- a. [REDACTED] - artificial turf installation done by builder at closing without ACC approval; drainage plan is impacting neighboring lots; waiting on drainage plan from installer (June 8 response deadline, June 23 completion deadline)
 - i. Need to follow up to verify completion of drainage install
- b. [REDACTED] - 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 (June 8 completion deadline)
 - i. Need to follow up to verify access to commons area
- c. [REDACTED] - metal roofed gazebo installed as part of pool project. Pool was approved, gazebo was not. Issue a letter stating lack of adherence to ACC process. Metal roofing is not approved in covenants and would require ACC variance and board approval since it would have significant impact on future requests; ACC member requests covenant vote by association members.

B. Capital Improvements-

- 1. Mailbox restroom addition presented at open HOA meeting; request from homeowner for board members to self-contract the project to save money and reduce the requirements for contractors bidding the job
 - Estimated cost \$90-110K, current dedicated funds \$70K, estimated 2026 rollover contribution \$20-\$25K

C. Commons Areas- Anthony

- 1. Mailbox at kiosk reinforced
- 2. Mail kiosk boulders- to be moved
- 3. Dirt at triangle to be spread at additional cost
- 4. Nutria abatement- no denning in the ponds; very limited activity in coulees
- 5. Waterfall fountain- looking into new vendor due to lack of responsiveness of current vendor
- 6. Replace padlock on breaker box at kiosk

D. Communications-

- 1. Fall newsletter (restroom addition plans, garage sale, Visite de Broussard <https://visitedebroussard.com/> Sep. 14, waterfall maintenance, Halloween and

Christmas socials, commons area tree refurbishment?, tie-offs for fountains have been removed several times; water safety/parent awareness)

2. Garage Sale ads to be placed by Sep 15

E. Socials- Shani

1. Bubble Bus was the largest turnout thus far
2. Garage sale September 27
3. Halloween Social October 25; Happy Houses is providing jambalaya
4. Christmas Passport December 13

F. Yard of the Month

1. September yard to be chosen next week

G. Welcome Committee- Amy

1. 7 new closings July/August; 27 packets for 2025

H. Violations-

1. Review of submission procedures- address included in subject line of email and attach photo of violation. Video submissions are harder to process, so if a video is needed to demonstrate the scope of the violation, also include a single photo of the violation that can be printed for the mailing.

7. Schedule September Meeting

8. Adjourn-