



**Cypress Meadows Subdivision
Homeowners Association**

Meeting Information

Meeting: Board Meeting
Date: December 1, 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
Chris Andrus	Commons, holiday decorations
Margi Liberty	YOM
Eboni Chase	2026 board member
Craig Matherne	2026 board member

Agenda

1. Open Meeting
2. Approve minutes October 13, 2025[action item] Shani motions, Margi approves
3. Treasurer Report
 - A. Review of minutes from Finance Committee meeting November 18, 2025
 1. Need for increases in budget for legal, insurance, lawn maintenance which is likely to result in a \$17K-\$20K increase
 2. Recommendation to increase dues by 5%; pond lots \$564 > 592.20; regular lots \$445 > \$467.25
 - B. Homeowner account status:
 1. 8 liens filed for nonpayment of 2025 assessments
 2. 3 properties in judgment
 3. 4 properties on payment plans
4. Old Business
 - A. Update on legal counsel re: owner of lot 225 denial issued Nov. 24, removal due Dec. 9; injunction will be filed Dec. 10
 - B. Update on subdivision annex- Seth and Anthony met with Mayor Bourque and Steven Hebert; Steven agreed to bring the name change to the board and will do a traffic study to close out the farthest stub out
 - C. Update on gas station- Amy and Seth will meet with Mayor Bourque on Dec. 17 to give opinions on how to ensure the gas station is cohesive with the surrounding neighborhoods
 - D. Review of appeal policy- updating all due dates and response dates to 15 days for consistency; Anthony motions to accept timeline revisions, Seth seconds
5. New Business

- A. Approval of 2026 Board Nominations; signing of confidentiality and ethics agreement
- B. Secretary of State trademark and name reservations
 - 1. Cypress Meadows Phase IV LLC \$25
 - 2. Cypress Meadows Phase V LLC \$25
 - 3. Cypress Meadows logo Service Mark and name registration \$80
- C. Set 2026 Assessments
 - 1. Shani motions to raise assessments by approx 5% (adjusted for whole numbers: \$590/\$470), Seth seconds, 5 in favor, 1 opposed. 2026 incoming board members weighed in but did not participate in the vote.

6. Committee Reports

A. ACC- new FAQ doc created for artificial turf

1. October Approvals

- a. [REDACTED] - gutters
- b. [REDACTED] - gutters
- c. [REDACTED] - additional flower bed

2. November Approvals

- a. [REDACTED] - pool
- b. [REDACTED] - paint bricks
- c. [REDACTED] - artificial turf and drainage

3. Under Review

- a. [REDACTED] Lot 434- referred to attorney; homeowner indicated her aunt is a tenant and demanded approval of above ground pool based on FHA guidelines. Referred to attorney. Attorney recommended temporary approval for medical disability with additional qualifying documentation as current submission is inadequate to support the claim; Guidance from attorney is that FHA suits can be drawn out and very costly. Board issued temporary approval letter for pool and requested the additional documentation to establish medical necessity and residency of tenant; metal roofed bar does not fall under the FHA guidelines and must be brought into compliance
- b. [REDACTED] Lot 225- referred to attorney; metal roofed gazebo and turf installed without approval; homeowner formally submitted for ACC approval on Nov. 17. ACC denied and issued letter from attorney regarding removal and/or injunction Nov. 24; date for removal prior to issuing injunction is Dec. 9

B. Capital Improvements-

- 1. Mailbox restroom addition - requesting new bids; Seth will build a cover sheet.
- 2. Motion to roll over unused 2025 Capital Improvement designated funds to Restroom addition project, Seth motions, Amy seconds.

C. Commons Areas- Anthony

- 1. #2 fountain back on
- 2. Treatment for lawn and trees
- 3. Sprinkler at Larrivier/Fairfield bed
- 4. Good results from waterfall vendor

D. Communications-

1. Amy will work on dues increase letter for board review
2. Amy will draft ACC reminder email

E. Socials- Shani

1. Christmas Social Dec. 13; 4 of 6 stations filled;

F. Yard of the Month

1. Currently recognizing 4 spotlight yards for December
2. Christmas yard art needs to go out this week.

G. Welcome Committee- Amy

1. 11 new closings October/November; 45 packets for 2025

H. Violations-

1. Increase in trash cans left out for extended periods of time and stored in front of garage or on side of house with no concealment

7. Schedule January Meeting

8. Adjourn-