Cypress Meadows Subdivision
Homeowners Association

Meeting Information

Meeting: Board Meeting
Date: September 14, 2026
Time: 6:00pm

Meeting Attendees

Member	Office and/or Committee Chair
Eboni Chase	Welcome Committee, Socials
Amy Deslattes	Secretary
Mia Speer	Yard of the Month
Craig Matherne	President/Treasurer
Tania Mitchell	Socials
Anthony Rogers	Common Areas

Agenda

1. Open Meeting
2. Approve minutes August 10, 2026 [action item] Tania motions, Craig seconds
3. Treasurer Report - review of line item spreadsheet
4. Old Business
    A. Restroom Addition-updates
        1. Final permits are at CTL. Waiting for project start notification.
    B. Pond 1 at Birchview Bank Repair
        1. Sought bids May-August 2026
        2. Only one bid submitted by Southern Constructors; Acadiana Land Services (previous vendor) and Glenn Leger turned down the bid opportunity. Anthony motions to accept bid and proceed with repair; Tania seconded.
    C. E-bike signs-when is Duane installing them; Anthony is going to trigger installation
5. New Business
    A. Review of board communication policies for resident information
    B. Solicitation for bookkeeper and/or management services Management Scope of Work Craig motions to chair committee to search for either a bookkeeper or management company combo; Arlene will review scope of work.
    C. Final Demand letters for nonpayment of 2026 assessments (57 homeowners currently delinquent and facing a lien); Craig motions to send final demand letter and file liens for those that don't meet deadline, Mia seconds

6. Committee Reports
    A. ACC-
        1. Approvals
            A. [redacted] - Shed Install Backyard
            B. [redacted] - Plant a Tree in Backyard - Chinese Elm

C. [redacted] - Install identical Gate on other side of house
D. [redacted] - Install Driveway Ramp

2. Under Review
   a. [redacted]- new homeowner changed garage paint color without ACC request; warning letter sent; 3rd fine letter issued
   b. [redacted]- shed color does not match the house (looks like it only has a primer).
   c. [redacted] - A pool drainage plan was never submitted, and the project was not executed in accordance with the resident's ACC request as approved by the committee.

3. Violations
   a. [redacted]d - Drainage Project completed without ACC request approval - $200 Fine needs to be applied. Records indicate that an ACC request was submitted on 04/04/24, however I could not locate a final approval. The last email from the homeowner dated 04/05/24 indicated he was going to have an approval letter provided by his neighbor due to "set back" from the property line. No approval was ever received.
   b. [redacted] - Drainage Project completed without ACC request - $200 Fine needs to be applied

B. Capital Improvements-
   1. CTL has all permits and will give an anticipated of start project later this week

C. Commons Areas- Anthony
   1. Ebikes are not allowed in common areas or on walking paths. Broussard PD told Anthony that they want us to call BPD and they will come out and address it. It is a police issue now. Anyone who has issues should take pictures and send to BPD. City of Broussard and City of Youngsville are working with Josh Carlson to create legislation that will give city officials the right to pass local legislation to manage eBikes. Anthony will get with Dwayne to install eBike signs.
   2. Anthony and Seth met with Glen Leger contractor about Pond 2. Contractor verbally agreed that pond was not dug out to spec. Contact at Glenn Leger indicated prints do exist but they cannot give them to us because they do not have certified stamps on them. The city says they do not have any plans on file. Southern Constructors can't do anything to address the water level without the stamped plans. New contact at Glen Leger won't return phone calls now.

D. Communications- upcoming email content needs
   1. eBikes

E. Socials- Eboni
   1. Halloween Oct. 31- 10:00-2:00; due to concerns of insurance, remove food/drink from budget and rely on vendors with insurance to cover. Food trucks will serve from 10:00-2:00 and then during Halloween hours
   2. Event Schedule & Highlights
      A. Daytime Fall Festival (10:00 AM – 2:00 PM)

Fitness Workshop: Special interactive session hosted by Apex Training Gym (led by Jace Lopez).
Activities & Crafts:
Pumpkin Decorating: Hands-on station for kids and families.
Bingo: Interactive game with small prizes.
Fun Jump / Inflatable: Renting a fun jump for kids' entertainment.
Hopper Ball Races & Musical Chairs: Organized field games.
Candy Guessing Game: Interactive station to win a jar of treats.
Photo Backdrops: Decorated photo areas for family pictures.
Costume Contest: Categories include:
Best Spooky
Most Creative
Funniest
Best Group / Family Theme
Community Candy Distribution: 40 lbs of candy purchased for general event distribution and game prizes.
Trunk- a- treat
Judging Categories
We will be recognizing winners in the following categories:

- People's Choice – Voted on directly by kids and parents
- Best Family Alignment – For the family whose costumes and trunk theme match almost perfectly
- Spookiest Trunk – Best classic Halloween vibes (PG, please!)
- Best Mini/Compact Set-Up– For the best decorated golf cart setup

Food Vendors:
Bailey's Creole (Food Truck)
SnowBiz (Food Truck offering Snoballs & Dippin' Dots)

B. Evening Halloween Event (5:00 PM – 8:00 PM)
Game Truck (5:00 PM – 8:00 PM):

F. Yard of the Month October will recognize 4 spotlight yards with resident voting for final winner

G. Welcome Committee- no packets issued since April 2026; Amy will update Melanie on those missed

H. Violations

1. [redacted] - Overgrown again and receiving complaints from neighboring owners
2. [redacted]- overgrown backyard receiving complaints

7. October Meeting - October 12

8. Adjourn-