

CYPRESS HEAD MASTER HOA
C/o Clifton Management, Inc.
1326 So. Ridgewood Avenue, Ste. 14
Daytona Beach, FL 32114

BOARD OF DIRECTORS' MEETING MINUTES
Cypress Head Master HOA
May 16, 2017 - 7:00 P.M.

CALL TO ORDER/ROLL CALL: The meeting was called to order at 7:00 P.M. by Ralph Bennett. The quorum was established by the presence of: Ralph Bennett, President, Dan Hunter, Vice President, Jean McMahon, Secretary, and P.J. Doyle, Director. Sherry Clifton (CAM) was present on behalf of Management. The audience arose for the Pledge of Allegiance to the Flag. The Board of Directors will remain at 5 (with 2 vacancies) until appointments are made.

RESIDENT PARTICIPATION: *L. Robinson thanked the association for the new pickle ball courts as well as the new signs and appreciated J. Haynes for chairing the pickle ball events.

APPROVAL OF AGENDA: A motion was made by J. McMahon, second by D. Hunter, to approve the Agenda as presented; motion carried.

READING OF THE MINUTES: A motion was made by D. Hunter, second by P.J. Doyle, to waive the reading and for approval of the Minutes of May 9, 2017 and April 18, 2017; motion carried.

STATUS OF ACCOUNTS: R. Bennett provided a verbal report and balance sheet showing a total reserve and operating balance of \$797,916.60. Management to forward end of year financial report to board for review. R. Bennett reported the rental house contract has been signed between the association and the banking institution for settlement. Inspection was scheduled to occur between 5/1 and 5/5. Check from bank to be issued following the inspection. This is similar to a 'cash for keys' program, however, in the amount of \$25,000 to the association.

MANAGER'S REPORT: Written report was provided to the Board of items completed or in progress (04/17).

UNFINISHED BUSINESS:

*Pool/Tennis Lock Systems: Email blast and newsletter provided forms to owner to pre-register for new key cards for the new pool/tennis locking system. Proposal(s) still pending for repair to fencing at tennis court area.

*Clubhouse Carpeting: Carpet tiles are scheduled for installation May 18th-May 19th.

*Signage for Pickle Ball Courts: Completed.

*Lake Management/Repairs: Completed. Skimmer boards at exit points are set at a certain elevation to all water to circulate and prevent debris from passing thru. Proposal(s) for additional areas have been requested and D. Hunter will provide to board members upon receipt and review. D. Hunter continues to dialogue with residents and lake management vendor regarding the vegetation compromise occurring. Shoreline plants are being replanted (Lake 14-Crystal Creek) due to SJWDM requirements, however, due to current water restrictions this project may possibly be postponed.

NEW BUSINESS:

*Clubhouse TV/Antennae: F. Cocuzzo, on behalf of the community, requested follow up with a previous request for a TV for the community clubhouse for social and private events. To allow for items such as Kentucky Derby/Super Bowl socials, board and individual presentations. Motion made by D. Hunter, second by J. McMahon, to approve \$1,500.00 for a 55-65" tv, antennae, electrical, wiring, and installation; motion carried. Management will work with Clubhouse committee upon installation of the TV to prepare usage instruction(s).

*Pool Vendor: Current vendor submitted his resignation. Proposals were received and reviewed. Management to contact vendor whom advertises in the community newsletter to obtain additional proposal.

Upon review of same, the lowest proposal to be accepted and management to advise board. (At the time it is L&B Pools of Volusia County).

COMMITTEE REPORTS:

*ARC: R. Lee advised that applications have slowed down with 16 ARC requests for April 2017. Owners are asked to complete the application properly and attached items such as color samples if painting. A suggestion was made to place approved colors on the association's website.

*Social: There were 60 residents whom participated in the recent Cinco De Mayo Social. September 30th at 6:00PM is the next planned social. This will be by reservation only. Board members are always invited. F. Cocuzzo was appreciated for the pictures of the socials that are available for review at the clubhouse.

*Newsletter: S. Lowe reported \$2,640 has been collected to date for advertisements. The income is reported on the budget under other income.

*Lakes Residential: R. Lee reported that Rountree has a work order to perform repairs and replacements of landscaping at the berm. \$2,400 is being reimbursed by gate company for maintenance issues. The house hosting wildlife on Fairway Cove is being addressed. New lamp posts have been installed and look very sharp. Speed limit sign is being moved around and does record infractions.

*Annual Garage Sale: M. McCormack has stepped down as chair. L. Angelone was mentioned as possibly interested in chairing the 2017 community garage sale.

BOARD MEMBER REMARKS: *None.

NEXT MEETING: There will not be a meeting of the Board of Directors in June. July meeting will be determined upon review of agenda and quorum.

ADJOURNMENT: Motion made by D. Hunter, second by J. McMahon, to adjourn the meeting (7:55PM); motion carried.