

Cypress Creek Home Owners Association
Board of Directors Meeting
February 5, 2004
Universal Unitarian Church

- I. **CALL TO ORDER:** Meeting called to order by Nathan Slippen at 7:05
- II. **ROLL CALL:** Members present were Nathan Slippen, Geoff Meiteen, Rodney Schwalbach, and Marty Cormier. Also present were Lu Fonteno of Alliance Management and homeowner, Terry Tobias.
- III. **APPROVAL OF MINUTES:** January minutes were reviewed. The meeting date was noted incorrect, needing to reflect January 8, 2004 and a correction to the spelling of Angie Delahouissaye's name was offered. Motion to approve by Rodney Schwalbach. Motion seconded by Marty Cormier. With noted corrections, the January minutes were approved unanimously.
- IV. **COMMITTEE REPORTS**

Fence Committee – (Geoff Meiteen) Vicki Parrish was not present to update the Board on the action items from January, specifically information about financing options.

General conversation was had amongst members and the feeling was that the CCHOA communicate a 'package assessment' to members, offering two options for payment:

Option 1: **Pay-in-full:** the total assessment amount

Option 2: **Pay-over-time:** (3 installments to be collected with Q2, Q3 and Q4 Membership Dues) – the amount of the assessment plus a specific portion of any additional fees, costs and interest incurred by CCHOA

The total assessment, per home, would be based on the total line of credit needed. A dollar amount was discussed but was not finalized, pending the report from Vicki Parrish. It was recommended that CCHOA take out an operating line of credit (most likely with Community Association Bank – CAB), contingent on the cost of the note.

Action Item: Geoff will talk to Vicki and communicate to the remainder of BOD by e-mail before March meeting in order to move forward with the necessary loan applications and communications to the membership.

City Relations (Geoff Meiteen) Nothing to report.

Landscaping (Marty Cormier) – Nathan Slippen indicated that Seanna will no longer be able to lead the Landscape committee. Marty will speak to Seanna and look to communicate with the members, seeking a new committee captain.

Capitol Improvement and Communications (Nathan Slippen) – As 2003 monies have not been allocated to any specific improvement, and since some conversation has been had about several possible projects (tree line and irrigation along El Salido and planter boxes and lighting at Wilson Way entrance), the CI and Landscaping Committees will work together to make a recommendation to the BOD. Marty will communicate to Landscape Committee and arrange to meet with the CI committee to being conversations.

ACC (Rodney Schwalbach) – One request for fence staining was received and approved.

Violations (Marty Cormier) – Marty Cormier requested of Lu Fonteno that he receive a monthly report listing all previous and new violations.

V. **TREASURERS** – Not Available

VI. **NEW BUSINESS**

1. **Annual Meeting** – The date of Thursday, April 1, 2004, was chosen as the date for the annual CCHOA Membership Meeting, to be held at Cypress Creek Elementary.

Lu Fonteno will make arrangements with the school to use the cafeteria and will draft the communication to the Membership. The communication will also include an announcement that there is 1 Board seat to be filled, with the completion of the term served by Nathan Slippen.

2. **Vacant Seat** – A motion to appoint Terry Tobias member, filling the seat vacated by Jeff Forester, through the Annual Membership Meeting in 2006, was made by Rodney Schwalbach and seconded by Geoff Meiteen. The vote was unanimous. Terry Tobias replaces Jeff Forester as member at large.
3. **New Property Manager** – Lu Fonteno announced that this was her last meeting as Property Manager for CCHOA. Because of increased responsibilities, she is no longer able to keep a monthly commitment. She will be replace by Christine Gamache and will accompany her to the March meeting, transitioning the role. The Board thanked Lu for her work and support as manager over the last several years.

VII. **ADJORN:** 8:03