**Cypress Point HOA Board of Directors**

March 2019 Meeting

March 26, 2019

1. **Call to Order**

Called to order at6:38 p.m. CST. Present were: B. Williams (8582), S. Carboni (8522), A. Cassidy (8525), G. Herrin (8680), S. Vallon (8540), and Z. LaCour (PMI).

1. **Approval of Minutes**

A. Cassidy moved to adopt the minutes from January 2018, S. Vallon seconded. Whereupon, without objection, the minutes were approved.

An e-mail vote was taken to approve a settlement amount related to a claim by M. Deshotel that trees on common ground caused damage to his property. By unanimous vote, Z. LaCour was authorized to extend this offer to claimant.

1. **Manager’s Report**
	1. **Update from City Contractor (Repairs at 8582, 8632)** Z. LaCour stated that he has not received a report from the City/Parish since 2 weeks ago. He was informed then that repairs were being finalized.
	2. **Update on Insurance Claim**. An executive session was held to discuss the claim of 8412 for roof damage alleged to have been due to Cypress Trees on common ground. Z. LaCour will provide the Board with information about the claimed damages by the owner.
	3. **Update on Axela (collections)**. Z. LaCour provided an update on past due accounts that have been referred to collections.
	4. **Update on Pothole Repair**
		1. **Cost**. D. Kelley began repair before authorized, but cost for repair near $3,500.
		2. **Cause**. Unknown at this point. We may have multiple causes depending upon which pothole it is.
2. **Financial Report.** Z. LaCour gave a report on the financial status of the accounts of the HOA. Street repair funds may not have been fully funded in the accounting spreadsheet for 2018 in the transfer from Lewis Companies. Z. LaCour will look at accounting to make sure it is properly funded and transfer monies to satisfy same, should it be needed. The HOA took in $11,304.02 in receipts, with $6,868.54 in expenses, $4,435.48 in net.
3. **Old Business**
	* 1. **Newsletters (mailed)** A. Cassidy gave a report on newsletters with information for 1st Quarter 2019 was provided.
		2. **Mailboxes**. A. Cassidy provided a report on the mailboxes and their painting and remediation o same. As the contractor is attempting to remediate the issues, the Board authorized A. Cassidy to render payment were such remediation measures finalized, including removing the unit numbers from the mailboxes.
4. **New Business**
	* 1. **Violations at 8670**. Z. LaCour gave a report on violations that were reported and that he has observed regarding a violative dog kennel and parking of vehicles on grass. Owner/lessor will be contacted.
		2. **Violations at 8425**. Z. LaCour gave a report on issues of maintenance that need be done to exterior of Unit at 8425. Owner has been contacted and said she will remediate same.
		3. **Awning at Pool House**. G. Herrin gave a report on replacing the awning at the pool house. R. Bickford moved and B. Williams seconded that the lowest bid for a standing seam metal awning be approved and authorized G. Herrin to retain a contractor to replace same.
		4. **Annual Meeting.** The annual meeting room at Main Library has been secured. We were only able to secure the small conference room this year. Details are: Monday, November 4, 2019, 5:30-8:30, Room 102.
		5. **Policies and Procedures**. A discussion was led by B. Williams to set forth and finalize policies and procedures that the Board has put in place for use by PMI in reference to residents. Particularly, as to Tree Trimming, Timeline for Collections, and Conduct for Annual Meeting. A. Cassidy has provided copies of previously issued policies to B. Williams/PMI.
5. **Open Discussion**

Next meeting on April 23, 2019 at 6:00 p.m. at 8582.

1. **Adjournment**

Meeting was adjourned at 7:49 p.m.