
Cypress Landing Master Homeowners Association



Cypress Landing Master Homeowners Board of Director's Meeting
Monday, January 25, 2010
Bay Club
3pm

Board Members Present: Ron Buzzeo, Shirley Hanberry, Kay Graham, Mary Lou Sholl
Board Members Absent: Bill Cook, Dave Grahek, Louise Hoar
Others Present: Tomi Moody, Chris Harris, Treasurer; Barbara Curran, Acting Secretary;
Property Owners Present: 18

Open Forum/ Question & Answer Session

President Ron Buzzeo held an open forum for residents in attendance.

Call to Order

President Ron Buzzeo called the meeting to order at 3:07pm.

Establishment of Quorum

A quorum was present.

Change of Agenda

Committee Reports and Treasurer Report will switch places on the agenda. Under New Business there will be an AD HOC Bench Selection and Funding Feasibility Study Group established.

Minutes

President Ron Buzzeo asked for a motion to approve the December 21, 2009 minutes. Mary Lou moved and Shirley Hanberry seconded the motion to accept the minutes as written. Motion carried. (Attachment)

President's Comments

President Ron Buzzeo addressed the following community issues;

1. Two Deer Education Classes were held for the community to learn more about deer habits, food, foliage
2. The ACC will revise the fencing guidelines after hearing the report on deer eating habits.
3. A committee will be established to study the possibility of positioning benches around the community.

BCCC – Cypress landing Scholarship Fund

Helen Sommerkamp reviewed the start up of this fund by acknowledging that Bob Shultz as president of the HOA promoted the idea of CL doing something meaningful for education in Beaufort County. Helen spearheaded the idea and worked our scholarship into the 40th Anniversary Celebration of BCCC. \$5,000 was the first goal in 2007 and now our goal for 2010 will be \$20,000. We have \$15,600 to date. Helen thanked the Board for their continued support of this scholarship fund and the Board thanked Helen for her continued leadership on this project and requested that she serve for at least another two years on this project.

Treasurer's Report

Treasurer Chris Harris reported there are three (3) delinquent lot mowing accounts outstanding and one hundred sixty-three (163) delinquent assessment accounts. Interest and admin fees are being accrued on these accounts. The Treasurer utilized \$3,998 of CRR funds to make the final payment on the Cam computer replacement project. Chris also utilized \$2,775 of CI fund for engineering expenses for the Bay Club Driveway project. We had an excellent year with most of our committees coming in under their budgeted expenses. As a result, we had an operating funds surplus of \$36,387.

Chris asked for approval to make the following changes to the 2010 Budget: We billed for one (1) more occupied lot and one (1) less unoccupied lot and need to adjust the 2010 Budget accordingly: Increase Acct #04000 from \$499,500 to \$500,400; Decrease Acct #04020 from \$74,250 to \$73,800. Add new account #05792 Community Recognition and fund it with \$500. Chris also proposed moving the Social Committee's Income and expense accounts to the "Other income" and Other Expense" Sections of the Profit and Loss Statement. There will be no "Budget" for the Social Committee appearing on the financial statements. Decrease the FY2010 Gross Budget for Income and Expense by \$12,000 each by eliminating the Social Committee accounts. Mary Lou Sholl moved and Kay Graham seconded the motion to approve the billing and budget adjustments. Motion carried. (Attachments)

Committee Reports

Building and Grounds – Chairman John Reiner reported that the necessary work to the retention pond by the management company will be here in about two (2) weeks when the ground dries out. The DWQ has given their okay to the plans for the Bay Club Driveway Project. Marie Peade will control bid process. Bids should be submitted by February 15, 2010. John hopes the work will begin by March 15, 2010. Money for this project will come out of the Capital Improvement Fund.

Finance Committee – Chairman Tom Omri presented the following dates and activities in the FC 2011 Inventory/Budget Preparation Schedule for the Boards approval: July 9—BOD receives draft budget, July 19—BOD meet with FC, July 20—BOD meet with individual Committee chairs to discuss budget proposals, July 2—call backs if necessary, August 3—BOD receives proposed operating and capital budgets, August 30—BOD holds community meeting to present the proposed budget. After the presentation the BOD will vote on the budget. Shirley Hanberry moved and Kay Graham seconded the motion to approve the above dates. Motion carried. (Attachment)

Tom then presented the recommended allocations of excess 2009 Funds of \$36,387 as follows:

1. \$1,200 into MCM to complete the 2009 Bay Club storage project. Shirley Hanberry moved and Kay Graham seconded the motion to approve this recommendation. Motion carried.
2. \$3,700 into MCM to complete the 2009 authorized gutter work at the Bay Club. Kay Graham moved and Shirley Hanberry seconded the motion to approve this recommendation. Motion carried.
3. \$3,000 into Capital Improvement to match authority granted at 2009 Homeowners' Meeting to accomplish the driveway project. Shirley Hanberry moved and Kay Graham seconded the motion to approve the recommendation. Motion carried.
4. \$28,487 into Capital repairs and Replacement to continue to fund the reserve shortfall. This action will raise the funding level from \$552,208 to \$580,695. Mary Lou Sholl moved and Kay Graham seconded the motion to approve the recommendation. Motion carried. (Attachment)

Community Manager Report

Assessments – 47 delinquent assessments are yet to be paid. This includes mowing and annual dues.

Deer Program Update – The contracts are all signed, insurance has been obtained, and a depredation permit to extend the hunting season in Cypress Landing through the end of March are in place. There will be four hunters total, two in each of two zones. One zone is at the end of Magothy and the other is at the 15th hole of the golf course. The hunters are allowed to hunt Thursday, Friday, and Saturday. The community will be

advised of when they are out hunting. The depredation permit allows hunting on common property only through March 31, 2010. The hunter is allowed to keep the deer or donate it to charity.

Lake Maintenance Contract has been increased at this time. HOA contribution remains the same as last year.

HOA Policies – Over the next several weeks, a weekly email will be sent highlighting various HOA policy/guidelines.

Music Copyright Right License – Tomi has received prices and paperwork for SESAC and ASCAP. She is still awaiting information from BMI. We should be able to meet the Board's request to proceed with all three under \$1,100.

Organizational Chart – At the request of the Board, Catherine and Tomi will create organization charts to include, CLMHOA Management, Committee and Social Groups to be presented at the February Board Meeting for review and comment. (Attachment)

Unfinished Business

None

New Business

Request for Purchase of Common Property – A property owner has requested to purchase a 30 foot strip of common property (approx 4000+ sq ft) on Newport Lane. This strip is next to his existing property (493). The house the owners wishes to build is too big for the existing property and the addition of 30 feet would enhance the and home. Mary Lou moved to deny recommending to the community that this purchase request be approved. Kay Graham seconded the motion. The common property is a buffer zone, an area where a future sidewalk may go, the common area could impact CL impervious surface and the sale would set a precedence. In addition, the sale of an amenity would require a 67% approved vote by the community. President Ron Buzzeo called for the vote. 2-1 opposed to recommending to the community a sale of a CL amenity. The ACC will communicate with the property owner.

Beautification Day – Kay Graham proposed a one-day Beautification Day in the spring which would promote clean-up and beautification of the community. The Board would work with the B&G, The Landing, Environmental Committee and Master Gardeners. A special plant, etc would be presented to the one property owner who was selected. Mary Lou Sholl moved and Kay Graham seconded the motion to approve the Beautification Day. Motion carried.

Bench Selection and Funding Feasibility Study AD HOC Committee – The committee would consist of a minimum of three residents appointed by the president. The function of this committee would be to study the feasibility of providing benches on common areas of the community for use by the residents. The study group will also identify a selection process and funding. The target date for the committee to present their findings and recommendations to the CLMHOA BOD is May 1, 2010. Kay moved and Shirley Hanberry seconded the motion to approve this AD HOC Bench Selection and Funding Feasibility Study Committee. Motion carried. (Attachment)

Susan McFarland expressed a concern of downed trees which have not been removed. She was specifically referring to Lot 425 on Cypress Landing Trail next to the pond and on property near the 15th Hole. It was mentioned by B&G that LU was assigned that task. Tomi will see that the areas mentioned are cleaned up.

Announcements

February Meeting – President Ron Buzzeo suggested that since the month is short there will be no February meeting. There will be two meetings in March. March 1, 2010 at 7pm and March 29, 2010 at 3pm.

Adjournment

President Ron Buzzeo asked for a motion to adjourn. Shirley Hanberry so moved. Meeting was adjourned at 4:23pm.

Respectfully Submitted,

Barbara Curran

Barbara Curran, Acting Secretary Cypress Landing Master Homeowners Association

Attachments:

- 1. Minutes of December 21, 2009**
- 2. Finance Committee Budget Execution Timeline**
- 3. Finance Committee Excess Funds Recommendation**
- 4. December 2009 Financials**
- 5. Community Manager Report**
- 6. Bench Selection and Funding Study Group Charter**