

**Cypress Cove Maintenance Association
Monthly Board Meeting Minutes
November 13, 2025, 6:00 pm**

- I. Call to Order – 5:59 PM**
 - a. Justin Devereaux – President(absent)**
 - b. Sara Caminiti – Vice President**
 - c. Margaret Genzer – Secretary**
 - d. Sandra Emanuel - Treasurer**
 - e. Bonnie Lynch – Director**

- II. Review of Previous Meeting Minutes–** Bonnie motioned to approve the October meeting minutes. Sara 2nds, the Board votes unanimously to pass the motion and approve the minutes.

- III. Review of Financial Reports –** The board reviewed the financial reports.
 - a. Audit Update (Sandra) –** The board will coordinate to meet with the CPA to report the audit status.

- IV. Review of Committee Reports –** Sara presented the ACC report.
 - 1. ACC Committee Members**
 - 2. ACC Form Updates –** Bonnie made a motion to table the form updates. Sandra 2nds, the motion is unanimously passed.

- V. Deed Restriction Committee -** Sara presented the DRC report.
- VI. Park – No updates**
- VII. Pool –** Kiddie pool was repaired but is still leaking. Sara makes a motion to get two more bids to repair it. Margaret 2nds, the motion is unanimously passed.
- VIII. Maintenance**
 - a. Kiddie Pool Leak Repair -** See VII.
 - b. Water Softener for Civic Center - Tabled**
 - c. Point Gate –** The gate is assembled and ready for installation.
 - d. Floor Repair in Civic Center –** Sandra makes a motion to get two bids for repairing the floor. Sara 2nds, the motion is unanimously passed.

IX. Old Business

- a. **Mailbox Project Update** – The post at Rimrock & Tanglewood is done, volunteers will continue to finish the other posts.
- b. **Slide Removal/Selling** – One slide is sold, and the other hasn't been sold yet.
- c. **New Software Launch** – All accounts have been imported; Sandra will double check. Sandra will need a couple more weeks to import balances. Once complete there will be zoom call to demonstrate the software for property owners.
- d. **Playground Equipment Replacement** – The board will have the see saw repaired.
- e. **Rental Agreement Review** – Bonnie to going to work on preparing the draft.

X. New Business

- a. **Approve collections proceedings for unresponsive demand letter recipients** – Sara motions to approve the following accounts to be moved forward in lawsuit as the Reg F notice has expired. Margaret 2nds, the motion is passed unanimously.
 - 1. 5074-00011
 - 2. 5074-00010
 - 3. 5074-00014
 - 4. 5074-00008
 - 5. 5074-00022
 - 6. 5074-00006
 - 7. 5074-00026
 - 8. 5074-00023
- b. **Reorganize/Reconstruction of ACC and DRC** –
 - 1. Margaret makes a motion to eliminate the DRC. Bonnie 2nds, the motion is unanimously passed.
 - 2. Sara motions to remove all current ACC members. Sandra 2nds, Margaret votes against the motion. The motion is passed with Sara, Sandra and Bonnie voting in favor.
 - 3. Sara motions to appoint Tim Fitzharris, Tom Nairn, Tom Lalanne, Jerry Wright, and Cindy Kalmar as ACC members. Sandra 2nds, the motion is unanimously passed.

XI. Public Input:

- a. **Dan Dionne – requested update on the ongoing fence violation.**

b. Gordon Swan – inquiry about board operations.

XII. Meeting Adjournment - Next CCMA BOD meeting December 11th, 2025, 6:00 pm – Sara makes a motion to adjourn the meeting at 6:49. Margaret 2nds, the motion is unanimously passed, and the meeting is adjourned.