

**Cypress Bend HOA Inc.**  
Minutes of the  
Organizational Meeting  
January 29, 2024 – following the Annual Meeting

**CALL TO ORDER:**

The meeting was called to order at 6:37p.m. by Sara LaPointe with Bayside Management at the Cypress Bend Pool Cabana

**PROOF OF NOTICE:**

Proof of notice was mailed on 1/12/24 in accordance with the By-laws and Florida Statutes.

**APPOINT OFFICERS:**

- A. **Determine New Officers/Directors-**  
**President** – Holly Cloutier  
**Vice President-** Cristin Brenner  
**Secretary** – Sandy Rybicki  
**Treasurer** – Jerry Saylor  
**Director-** Nancy Roselle

Jerry moves to appoint the above people to the named positions, Holly seconds; all in favor.

**APPOINT COMMITTEES:**

Holly discusses the importance of members volunteering for committees and encourages people to reach out to a board member or management to do so. She discusses the committees they would like to form.

**UNFINISHED BUSINESS:**

NA

**NEW BUSINESS:**

- A. **Banking Requirements-** The account signers will remain the same.  
B. **Board Meeting-** Discussion is held regarding holding a regular board meeting; the meeting will be Tuesday, February 6<sup>th</sup> at 6:30pm.

**QUESTIONS FROM THE FLOOR:**

- Sandy advises her neighbor, a rental home, have had an appliance and trashcans in their driveway for a year that were never addressed by the previous management company. Discussion is held regarding enforcement and the plan to move forward. Holly has called code enforcement regarding the situation.
- An owner asks about potholes at the entrance; they are a city responsibility. Mgmt will send a letter regarding the potholes and sidewalk issues.
- Kristin asks about general tips for items such as trash collection etc. that could be included in a newsletter. Discussion follows.
- Holly reminds everyone to sign up for email by returning the management forms. She discusses the website capabilities. The website is: CBHOA.info
- Leslie asks about the meeting for the 2024 budget approval and hiring the management company that was held in the fall. Discussion is held regarding expenses and the increase in assessments. There will be no late fees charged the first quarter.
- Discussion is held regarding metal roofs and reserving for the common fence. Discussion held regarding the stormwater ponds.
- Holly reminds everyone if they see issues within the community to report it to the proper authorities (ie police or animal enforcement etc.)

**ADJOURNMENT:**

Since there was no further business, a motion was duly made and seconded to adjourn at 7:32 p.m.

These minutes were taken by Sara LaPointe, Bayside Management Services.