



**Cypress Meadows Subdivision  
Homeowners Association**

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**Meeting Information**

**Meeting:** Board Meeting  
**Date:** February 19, 2024  
**Time:** 6:00pm

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**Meeting Attendees**

<b>Member</b>	<b>Office and/or Committee Chair</b>
Derek Evans	President, ACC, Capital Improvements
Amy Deslattes	Secretary, Treasurer, ACC, Financial
Shani Merchant	Socials
Tania Mitchell	Socials
Donny Richard	YOM
Anthony Rogers	Commons
Rob Teal	ACC, Capital Improvements

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**Agenda**

1. Open Meeting
2. [Closed Session] Review Bid Submission and Financial Committee recommendation for Birchview Roundabout reconstruction [action item]
  - A. Bids were submitted by Icon Construction, Southern Constructors, and Legendary Landscapes. After review of each proposal and price impact on residents, Financial Committee recommended Legendary Landscapes
  - B. Shani motions to accept financial committee recommendation, Derek seconds. Board opts to move forward with Legendary Landscapes at the 24" height with splitface CMU (keystone) blocks. Will request schematics and picture samples of available blocks to present to association.
  - C. Next step is to schedule open meeting for purpose of presenting the bid and assessment impact; meeting to be set when schematic is available
3. [Open Session] Approve minutes January 8, 2024 [action item] Rob motions to approve, Shani seconds
4. Introduction of prospective board member, Seth Plaisance who has previously lived in Phase 1 and now lives in Phase 3B
5. Treasurer Report- late fees were applied on Feb. 15 with roughly 70 owners delinquent; noting that January report was slightly inflated in collections due to lien payoffs and additional payment plan collections
6. Old Business:
  - A. Reserve Study- created a labeled map of ponds and fountains; site visit expected within next 10-14 days
  - B. Amy will upload all site maps to Canva
7. New Business
  - A. Lots coming due for judgment in 2024: 355 & 271; payment plan letter mailed 2.1.24

B. Anti-Harassment Policy- in response to ongoing harassing and threatening emails; policy drafted after consultation with Broussard Chief of Police to guide board member response and actions moving forward. Rob motions to approve harassment policy, Derek seconds; Amy will add to bylaws.

1. To address current situation, board will send certified letter indicating that all communications will only be held with titled homeowner moving forward. Per Chief Olivier the following statute applies:

*§285. Unlawful communications; telephones and telecommunications devices; improper language; harassment; penalty*

*A. No person shall:*

*(1) Engage in or institute a telephone call, telephone conversation, or telephone conference, with another person, or use any telecommunications device to send any text message or other message to another person directly, anonymously or otherwise, and therein use obscene, profane, vulgar, lewd, or lascivious language, or make any suggestion or proposal of an obscene nature or threaten any illegal or immoral act with the intent to coerce, intimidate, or harass any person.*

*(2) Make repeated telephone communications or send repeated text messages or other messages using any telecommunications device directly to a person anonymously or otherwise in a manner reasonably expected to abuse, torment, harass, embarrass, or offend another, whether or not conversation ensues.*

*(3) Make a telephone call and intentionally fail to hang up or disengage the connection.*

*(4) Engage in a telephone call, conference, or recorded communication by using obscene language or by making a graphic description of a sexual act, or use any telecommunications device to send any text message or other message containing obscene language or any obscene content, anonymously or otherwise, directly to another person, when the offender knows or reasonably should know that such obscene or graphic language is directed to, or will be heard by, a minor. Lack of knowledge of age shall not constitute a defense.*

*(5) Knowingly permit any telephone or any other telecommunications device under his control to be used for any purpose prohibited by this Section.*

*B. Any offense as set forth in this Section shall be deemed to have been committed at either the place where the communication originated or at the place where the communication was received.*

*C. Whoever violates the provisions of this Section shall be fined not more than five hundred dollars, or imprisoned for not more than six months, or both.*

*D. Upon second or subsequent offenses, the offender shall be fined not more than five thousand dollars, or imprisoned with or without hard labor for not more than two years, or both.*

*E. For the purposes of this Section, "telecommunications device" shall mean any type of instrument, device, or machine that is capable of transmitting or receiving telephonic, electronic, radio, text, or data communications, including but not limited to a cellular telephone, a text-messaging device, a personal digital assistant, a computer, or any other similar wireless device that is designed to engage in a call or communicate text or data.*

3. Rob motions to prohibit communication from offending party via email block, Derek seconds. Board members will proceed with email rule for blocking communication

C. Lot 485 late fee removal request; owner has made initial payment of \$1000 toward the \$2209 currently owed (lien fees, late fees, trash violations- no payment has been made since home purchase)

1. Dues - \$815 (2nd installment of 2022, all of 2023 & 1st installment of 2024)
2. Fine - \$50 (trash cans)
3. Late Fees - \$624
4. Lien Fees - \$720 (2022 & 2023)

Derek motions to waive 25% of late fees (\$160), Rob seconds. Amy will direct bookkeeper to issue invoice and provide option for paying in full or in three monthly installments.

D. Consideration for live-streaming of open HOA meetings

1. Concerns about streaming: Free streaming resources are time-limited and would require participants to log off and restart several times during one meeting.

Social media is not an appropriate forum for conducting business as there is no way to confirm that all viewers are association members. The HOA does not own any technology equipment, and any computers or phones that are used in meetings are personal technology. New policy cannot be implemented which would require volunteers to use personal technology to complete volunteer service. There is not financial capacity to add Zoom annually to justify cost for only 4 open meetings.

2. The best form of engagement is attendance at open meetings, most of which are scheduled for within the neighborhood and offer varying times and days of the week to accommodate members. All open meetings are followed with high-level notes that are emailed to all residents who sign up for the email list.

## 8. Committee Reports

### A. ACC

#### 1. New Submissions

- a. ■ Old Road- soffit lighting
- b. ■ Spring Cypress- French drainage
- c. ■ Sleepy View- driveway and patio extension

#### 2. Under Review

- a. ■ Spring Cypress- generator installation; requested response regarding placement and concealment
- b. ■ Cane Creek- driveway extension; requested schematics for placement

### B. Capital Improvements- Derek

1. Tree planting- review scope of work for bid process. Reviewed previous estimate. Amy will build layout in Canva and add to scope of work. After Board review, will move to financial committee for bid collection. To note, the board consensus is that 3A pond projects need focus on structural integrity prior to tree planting in that location.
2. Lighting and Landscaping at Sandy Bay (emailed Brian and Nicole again on 2/16)

### C. Commons Areas- Anthony

1. Only one cut per month, but will request additional cut in March and send quote to board for approval
2. Nutria abatement is ongoing

### D. Communications- Amy

1. Next newsletter will include Plan Ahead for socials
2. Popup market will be in conjunction with Easter social on March 23. Amy to update vendor sign-up sheet
3. Amy to add events to calendar

### E. Socials- Shani

1. Adding additional components to Easter/Halloween
2. Easter March 23; Shani and Tania working on Easter plans
3. Fishing tournament April 6; looking for prizes
4. Garage Sale- April 27

F. Welcome Committee- Amy

1. 4 packets for 2024; will review contents and update social calendar

G. Violations- will allow time for replanting and cleaning out flower beds following freeze

9. Derek motions to appoint Seth Plaisance to open board seat. Rob seconds. Seth will contribute to commons and capital improvements assisting Anthony and Derek.
10. Adjourn- Rob motions to adjourn, Tania seconds
11. Schedule next board meeting- Derek will send Doodle