

**ANNUAL MEETING OF THE
WATERFORD LAKES TRACT N-25A NEIGHBORHOOD ASSOCIATION, INC.
(CYPRESS ISLES)**

May 17, 2022 7:03 p.m.

Notice:
**These Draft Minutes are not official until approved by a majority vote of the Directors
at an official meeting.**

The Annual Homeowner Meeting with Election of Directors was scheduled for Cypress Isles Homeowners Association, Inc. The purpose of the annual meeting was to elect directors. However, only 19 of the required 47 homeowners were represented in person (5) or by proxy (14). This would have been the first annual meeting since 2008 but a quorum was not met.

Terina Stevens
Association Manager for Cypress Isles

**WATERFORD LAKES TRACT N-25A NEIGHBORHOOD ASSOCIATION, INC.
(CYPRESS ISLES)**

Board of Directors Meeting

MINUTES

Location: WLCA Community Center, 453 Mark Twain Blvd., Orlando, FL

May 17, 2022 7:04 p.m.

DIRECTORS PRESENT

Harold Engold , President
Bob Conner, Vice-president
Dennis Horazak, Secretary
Myron Davis, Treasurer

Director at Large Cookie Symons was absent with notice.

Also present were Terina Stevens, Towers Property Management; Sandy Horazak, Neighborhood Watch Coordinator and Newsletter Editor; and homeowner Gail Strachan.

MEETING SUMMARY

- Call to Order—the meeting was called to order at 7:04 p.m.
 - Proof of Notice—Notice of the meeting was posted in the community as required by Florida Statutes and the Association’s governing documents
 - Certification of Quorum—Four of the five directors were present, forming a quorum to conduct business.
1. **Approval of Previous Meeting Minutes**— Dennis Horazak moved to approve the minutes of the March 22, 2022 meeting. The motion was seconded and passed 4:0.
 2. **Designation of Officers and Committees** – The Annual Meeting was not held due to lack of a quorum, so the current Board remains. Bob Conner moved to retain the current officers and committee members. The motion was seconded and approved 4:0. The 2022 Board of Director positions are: President Harold Engold, Vice-president Bob Conner, Secretary Dennis Horazak, Treasurer Myron Davis, and Director-at-Large Cookie Symons.

Committee appointments are:
Cookie Symons and Harold Engold, Architectural Review Committee;
Cookie Symons, Ground Maintenance Committee;

Sandy Horazak and Cookie Symons, Neighborhood Watch;
Sandy Horazak, Newsletter; and
Dennis Horazak, Website.

3. **Architectural Review Committee**

A. **Architectural Review Applications**— Harold Engold presented the ARC report, including approved applications for paint at 700 Cedarwood Court, paint and landscaping at 517 Spring Island Way, fences at 13737 Crystal River Drive and 867 Spring Island Way, and a roof at 13743 Crystal River Drive. These applications were approved and forwarded to the WLCA ARC. An application for driveway pavers is being reviewed to ensure that an adjacent retaining wall is not disturbed during installation.

B. **Covenant Violations/Inspections** -- Manager Terina Stevens reviewed the ARC violation list with the Board.

Account 301031 - The unkempt bushes outside the owner's fence have been trimmed and the violation is closed.

Account 301047 – The homeowner has still not repaired his driveway, including a triangular piece that has sunk about a half-inch below the level of the surrounding pavement, indicating a possible void beneath the driveway. This violation remains open.

Account 302064 – Terina restarted violations for visible trash and garbage containers and is proceeding accordingly.

4. **Grounds Maintenance** - Harold Engold reported that the air compressor and weighted air hose for the Cedarwood Pond aerator have been replaced and are working normally. A homeowner reported that landscapers cut at the front entrance grass too short. The manager forwarded the concerns to the board and then informed the Dependable Property Care branch manager, who will address the problem.
5. **Neighborhood Watch** – Sandy Horazak reported that no criminal or suspicious activity occurred in the neighborhood since the last meeting.
6. **Newsletter and Website** — Sandy Horazak reported that the copy deadline for the next newsletter will be August 1st. Dennis Horazak noted that our 5-year website hosting contract with GoDaddy will renew in July. Dennis will confirm that GoDaddy has the correct contact information.
7. **Management Report**— Terina Stevens shared an insurance email explaining how the property insurance market in Florida has hardened much more than anyone expected over the past six months, and how this will affect our personal and community association renewals and future insurance budgeting.

Terina asked Myron Davis for a copy of the 2021 tax return documents for Cypress Isles office records.

8. The **next board meeting** will be July 19, 2022 at 6:30 p.m. in the WLCA Community Center.
9. **Adjournment**— With no further business the meeting was adjourned at 7:37p.m.

Submitted by Dennis Horazak, approved by _____, _____, 2022
Secretary President Date