

**CYPRESS BAY GOLF & TENNIS RESORT**

**HOMEOWNERS ASSOCIATION, INC.**

**30<sup>TH</sup> ANNUAL MEMBERS' MEETING**

**April 20, 2024**

**MINUTES**

Pursuant to call, an Annual Meeting of the Board of Directors of Cypress Bay Golf & Tennis Resort III was held on Saturday, April 20, 2024 at 9:00 A.M, at North Myrtle Beach Historical Museum, North Myrtle Beach, South Carolina.

**I. WELCOME**

Mr. Bob Foote welcomed all homeowners to the 30<sup>th</sup> Cypress Bay III Annual Meeting and thanked everyone for their interest and participation.

**II. INTRODUCTION:**

Board Members present and constitution a quorum were Bob Foote, Shelly Wiechert, and Nelson Huggins.

**III. FORMAL OPENING**

Mr. Foote as Chairperson opened the Meeting at 9:05 A.M, in accordance with the Declarations and By-Laws of the Association. Present from Property & Association Management Company was Pam Bane, acting as Recording Secretary.

**A. CERTIFICATION OF PROXIES**

**B.** The members of the Association present at the Meeting, in person and via proxy, are illustrated by the appropriate notations on the Official Roll files with the total representation of records of this Meeting as follows:35.31% present and 23.49 by Proxy for a total of 58.90%. Therefore, a quorum was established, and the meeting continued, in accordance with the Association's documents.

**C. PROOF OF MAILING**

Shelly Wiechert, Secretary then examined the Proof of Mailing of the Annual Meeting and state that this document would be filed with the Official Records of this Meeting.

**D. APPROVAL OF MINUTES**

A Motion was made by Myra Collier and seconded by Carol Ghee and unanimously carried to approve the minutes of the Annual Meeting held on

April 22, 2023.

**E. REPORT OF OFFICERS**

Bob Foote reported new canopies are being installed at EE Building. There are other canopies that are in need of repair or replacement as well. New carpet has also been ordered for EE Building and will be installed when it comes in.

Pam Bane reported at the end of March, 2024 the Association has \$97,372.54 in the operating account, \$244,208.73 in the money market account. Total Current Assets are \$368,237.28. Copies of the 2023 audit report were also distributed at the meeting.

**F. APPOINTMENT BY CHAIRMAN OF INSPECTORS OF THE ELECTION**

Shelly Wiechert and Susan Dotson volunteered to be ballot inspectors.

**G. ELECTION**

There are currently two positions open for the Board of Director for two-year terms. Katie Devine submitted her name as a candidate prior to the meeting. At this time Pam Bane opened the floor for nominations. There were write in votes for Nelson Huggins and he accepted the nomination, Carol Ghee and she declined the nomination. Bob Zito and Barbara Carol were not in attendance to accept their write in votes and therefore are not candidates. Donna Hill volunteered to seek election. Having No other nominations were received from the floor. Myra Collier made a Motion to close the nominations. Susan Dotson seconded the Motion and it carried. The ballots were counted and Katie Devine and Nelson Huggins were elected to the Board of Directors. Bob Zito was thanked for his service on the Board of Director.

**IV. UNFINISHED BUSINESS**

The pool is being resurfaced this year and the company is ready to start this project. New tiles will be installed as well. Katie Devine asked about converting it to salt water. The cost to do this is approximately \$30,000.00. DHEC does not recommend this if the pool has a large volume of usage. Salt water is more advantage to small pools with little use. The hot tub heater has been repaired.

We continue to have an issue with carpentered bees. They will not sting you but are very annoying. We did place traps in areas to try and eliminate and will be placing more traps. Carol Ghee stated she tried using a brown paper bag to make it look like a hornets' nest and it appears to be deterring the bees. Shelly Weichert stated she would make more to hang in the hallways and walkways.

Not cleaning up after pets continues to be an issue. It is being left not only in the grass areas, but the sidewalks and parking lots. If you know who is not cleaning up, then you need to report it so that it can be addressed with the owner. This issue mainly happened around DD & EE Buildings.

Do not put anything in the dumpster other than bagged household trash. Furniture, boxes and other items need to be taken to the recycle center.

We would like to remind everyone that smoking is not allowed in the walkways of the buildings. We do not need owners and guest burning the new carpet as we would like for it to last.

## **V. NEW BUSINESS**

The Board is looking at estimates to have the parking lot and roadway seal coated. In addition more ramps will be added at BB & EE for handicapped access. Barbara Murphy stated DD needs more handicapped parking spaces. The Association is in compliance with the number of handicapped parking spaces we currently have, but this is something we can ask the paving company to look at when they stripe the parking spaces. There continues to be an issue with owners parking more than one vehicle in front of the building. They also do not park within the lines and it makes it difficult for others to park. Michael Small stated this has been a topic for three years and something needs to be done. Summer is coming and it will only get worse.

The buildings will not be power washed this spring.

The new pool code is 1575. The bathroom code remains the same as last year, 234.

Please make sure if you hear constant running water you report it. We had a recent issue with a tenant having a running toilet which increases the water bill drastically. If your unit is going to be vacant for several days or more turn the water off to the unit and cut the breaker to the hot water heater.

The pest control schedule for interior is the first Monday of February, May, August and November. All other months are exterior spraying. If you have an issue please contact Property Management and they will schedule a retreatment this for you unit free of charge.

The plum tree at the pool appears to have a fungus that needs to be addressed.

Alan Roul stated he has stains on this bedroom ceiling and the hallway and they appear to be in a line and may be getting worse. Barbara Murphy stated she has the same issue, but hers is due to her condensation lines. Mr. Roul does not think his is related to the AC unit. Pam Bane stated someone will be sent to his unit first of the week to investigate the issue. There is a common drain line for each stack of units. As preventative maintenance you need to change your filter every month. Have your units serviced. You can also put a tablet in the drain pan that helps eliminate the condensation blockage issue.

Having no further business, Katie Devine made a Motion to adjourn. Carol Ghee seconded the Motion and it carried.

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*Prepared by Property & Association Management Co. for:*

Shelly Wiechert, Secretary

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*Approved by:*

Bob Foote, President