

# CYPRESS LAKES HOMEOWNER'S ASSOCIATION, INC.

## Board Meeting

Saturday, November 22, 2025

9:30 AM

800 West Ave Suite C-1, Miami Beach, FL 33139 & Via Ring Central

<https://v.ringcentral.com/join/956693026?pw=dd7426e2566b22a1bddabc3d9052b961>

Meeting ID: 956693026

Password: ChN2svtFXk Or dial:

+1 (650) 4191505 United States (San Mateo, CA)

Access Code / Meeting ID: 092271313 Dial-in password: 9829732269

### Call to Order

Olivia Niedzialek called the meeting to order at 9:35 AM.

### Certification of Quorum

The following board members were in attendance as follows.

Kate Burtsev, Treasurer- Absent  
Tulio Escobar, Director- Present  
Andres Jordan, Vice President- Present  
Mike Lica, Director- Present  
Olivia Niedzialek, President- Present  
Linda Pugliese, Secretary- Present

Quorum was established.

One homeowner was in attendance.

### Proof of Notice

Notice of the meeting was sent to homeowners via portal on Thursday, November 20, 2025 by Trident Management. The notices were also posted at both Coral Spring Dr. and Atlantic Blvd. entrances at 12:45 PM by Olivia Niedzialek, President.

### Resignation of Treasurer

Kate Burtsev, Treasurer requested to be the Secretary in the November 11, 2025 meeting. The board did not vote for the change in officer's position. The following day, Linda Pugliese sent an email asking if she was still the Secretary or if Kate Burtsev was now the Secretary. On November 12, 2025 Kate Burtsev sent an email stating that she did not want to be a Treasurer anymore but to remain on the board as a director, but gave no effective date. The emails will be part of the official record.

This meeting is called to remove Mrs. Burtsev's from SunBiz and all bank accounts as Treasurer.

Olivia Niedzialek, President, polled all board members to see if anyone was interested in the Treasurer's position calling in order in which each person came on to the board and advising

each they can hold their current position and the Treasurer's position both. The responses were as follows.

Andres Jordan, Vice President- No  
Linda Pugliese, Secretary- No  
Tulio Escobar, Director- No  
Mike Lica, Director- No

Olivia Niedzialek then asked if there were any homeowners that wanted to be the Treasurer and the person declined.

Olivia Niedzialek said that the Association had to have a designated President, Secretary and a Treasurer noted for our non-profit. Olivia Niedzialek said she would accept the position and needed one person to go on the account with her for signatures. Linda Pugliese volunteered to go on as signature for Citizen's Bank.

The bank accounts for Bank of America had not been updated due to the minutes not being completed and approved by the former Secretary.

The following board members volunteered to get the bank statements monthly for the management company with a passcode for Bank of America accounts.

Linda Pugliese, Secretary  
Tulio Escobar, Director

The following board members volunteered as signatures for the Bank of America accounts.

Andres Jordan, Vice President  
Olivia Niedzialek, President/Treasurer  
Mike Lica, Director will remain as a signature.

#### Previous Board Minutes

Olivia Niedzialek asked Linda Pugliese if she received any previous minutes from the former Secretary yesterday and Linda Pugliese stated she got one set of minutes and a resolution.

Olivia Niedzialek, President noted that Tulio Escobar was not afforded the opportunity to sign the minutes or the Resolution and that Mr. Escobar would be allowed to sign those minutes and they would be uploaded to the portal. The Resolution needed another signature/witness before they were a legal document. The date that Mr. Escobar signs would reflect the date he actually signs the documents.

The next board meeting will be held December 9, 2025 at 7:00 PM. All board members in attendance were good with the date. Mauro Villalobos with Trident Management was not on the line to confirm if the date was amendable with Trident.

Olivia Niedzialek President/Treasurer, motioned to accept Kate Burtsev's request to step down as Treasurer and stay as a director. Linda Pugliese seconded the motion. The votes were as follows.

Linda Pugliese, aye  
Andres Jordan, aye  
Mike Lica, aye  
Tulio Escobar, aye  
Olivia Niedzialek, aye

Motion passed.

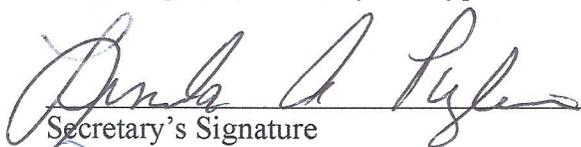
Owner Comments

No owner comments were noted.

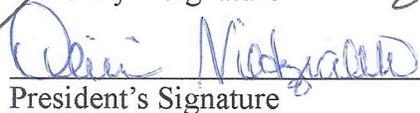
Adjournment

Olivia Niedzialek motioned for the meeting. The meeting adjourned at 9:51 AM.

Linda Pugliese, Secretary for Cypress Lakes Homeowners' Association. INC.

  
Secretary's Signature

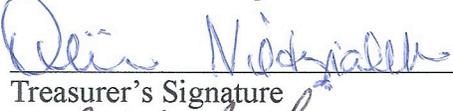
Dec 9, 2025  
Date

  
President's Signature

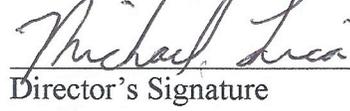
Dec. 9, 2025  
Date

  
Vice President's Signature

~~01/15/2025~~  
Date

  
Treasurer's Signature

Dec. 9, 2025  
Date

  
Director's Signature

12-9-25  
Date

  
Director's Signature

14-DEC-2025  
Date

\_\_\_\_\_  
Director's Signature

\_\_\_\_\_  
Date