

CRAFT FARMS PROPERTY OWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

Monday February 2, 2026

The Board of Directors of the Craft Farms Property Owners Association held its regular monthly meeting on Monday, February 2, 2026 at Craft Farms Clubhouse in Gulf Shores. A quorum was established and President John Mitchell called the meeting to order at 2:59 pm.

Village Representatives present were Mike Mitchum, Joshua Cooper, Wil Cheyne, Brian Ennis, Cynthia McDermond, Shawna Stefankiewicz and Larry Brown. Absent were Kim Gordon, Jim Foster and Steve Makarsky. Alternate Representatives present were Val Nehring.

Committee Chairmen present were: Valerie Nehring, Landscape and Curt Graff, ARMC. Absent were Joanne Randolph, Newsletter. Marsha Guyer, POA Manager was present and recorded minutes.

APPROVAL OF MINUTES: The Minutes from the January 2, 2026 meeting were presented for approval. Wil Cheyne made a motion to accept the minutes and Cynthia McDermond seconded the motion, all voted in favor and the minutes were approved as presented.

UNFINISHED BUSINESS:

Yard debris pick-up day - Marsha called the city to ask for a definite pick-up day so that all villages will know when they can put their yard debris out for pick-up. She has not heard back yet and will update at the next meeting.

Newsletter proposal – John explained that Joanne Randolph presented a proposal for compensation to publish the monthly at the January board meeting. Due to some concerns regarding the Articles of Incorporation and the Covenants, we contacted our attorney for clarity. Our attorney assured the board that neither clause apply to this circumstance, it is up to the board to approve. Wil Cheyne made a motion to compensate Joanne \$75.00 a month to publish the monthly newsletter as she proposed. Larry Brown seconded the motion and all board members present voted in favor. The motion carried as presented.

Cypress Gardens Revised Residential Guidelines – Brian Ennis presented the revisions to the guidelines approved by the ARMC committee which will maintain the old-world theme of the village. The new guidelines will be sent to all Cypress Gardens Owners for a vote. They will need 75% approval to adopt and record the revised guidelines. Brian will keep the board informed. Brian also mentioned that their village has a deficit in their Capital Reserve Fund and several owners who are builders will be contributing to this fund to restore the required reserve.

SUB-DISTRICT ISSUES:

Cypress Bend: John reported that they have their monthly social gathering coming up in a couple of weeks and no other issues at this time.

Cypress Gardens: Brian had nothing further to report at this time.

Estates: Marsha reported for Kim in her absence that the village had a social gathering last Sunday that was very nice. Also, the new landscapers have spent a lot of time cleaning up in much needed areas in their village and everyone seems to be very happy with them. Kim ask for clarity regarding Cypress Gardens new guidelines and Marsha will make sure she gets the update.

Glen Eagles: Valerie reported in Jim's absence that they had one house sell in their village, there is also one under contract and one coming on the market soon.

Pinehurst: Josh reported no new issues at this time other than one house being listed for sale.

Prestwick: Larry reported they have two houses still for sale. He also reported that he spoke with the new landscapers to make sure they did not blow debris into the lake and then caught them blowing debris into the lake with their mowers. Valerie will speak to Gulf Breeze to make sure they do not do this again. Larry also noticed they are using the mowers to blow debris from the street into yards; Valerie will speak with them about this as well.

Royal Glen: Wil made the board aware that the previous rep of their village Norm Randolph is in the hospital, and we hope he recovers soon. Wil also reported that he recently spoke with the city arborist regarding some tree problems they have had in their village. The current city ordinance is requiring eight trees that are twelve feet tall be planted in place of one tree they would like to remove because it grew roots into the neighbor's yard but since our covenants would not allow that many trees, you would have to pay the city for them which would total around \$3500.00 plus a permit fee. The arborist made him aware that they are changing some ordinances regarding trees. One is changing if a tree grows into your neighbor's yard and the other is that they will limit the number of trees that can be taken down when clearing a lot. Wil is not sure of the changes but these will be voted on by the city council in March but is hoping they change things for the better. A discussion ensued regarding if the city ordinance governs over our covenants and all agreed that the ordinance need to change.

St. Andrews: No report in Steve's absence.

St. Andrews East: Cynthia reported things are good in their village. She recently contacted the owner of a house that is vacant in their village as it is deteriorating. She urged the owner to do something with the house because it is getting worse and worse which is not good for their village. The owners did come to clean it up so she is hoping they will put it up for sale soon.

Turnberry: Mike reported that they had an owner cut down three trees in her yard without POA permission. Curt with ARMC is going to contact this owner to find out if she received permission from the city to cut the trees down. Mike also mentioned the city still has not addressed their uneven sidewalks, he will reach out to Jim Foster to see if he was able to get a timeframe for this. John mentioned they have this problem in front of his house in Cypress Bend.

The Grove: Shawna reported they have two houses for sale. She also mentioned that there were surveyors staking two lots on the west end. Marsha and Curt will contact Limitless Homes to see if they are planning to build soon.

J & R Properties: James Brackin, the new owner of 350 Cypress Bend Drive - formally known as the McCollough Institute, introduced himself and let the board know that he is glad to know he has a place on the board and will be attending all meetings. He also let the board know that they will be putting up a new sign and will use the specs John sent to mirror the current signs throughout Craft Farms. They will also be trimming up their palm trees this weekend.

COMMITTEE REPORTS:

FINANCE: Marsha reported that all 2025 financials were sent to all village reps by email. Mike asked about an amount reflected under taxes and Marsha let the board know that this amount was back payroll taxes that the former POA Manager had not paid. Mike also asked Marsha to update the budget for payroll to match the approved raises. Mike also noticed that we over budgeted for Alan's time to the villages and ask that we adjust this for 2026.

ARMC – Curt reported that he has had to talk with a couple of owners about keeping their lot mowed down to the waters edge. He is going to ask Joanne to add this to the newsletter. Curt also feels comfortable with all of the revisions Cypress Gardens owners will be voting on.

GROUNDS/LANDSCAPING- Valerie reported the landscape committee report was sent to the board by email and ask if anyone had any questions. She also reported that she has already spoken to Gulf

Breeze Landscape regarding two complaints and they addressed them right away.

WEBSITE/NEWSLETTER – Marsha reported in Joanne’s absence that the newsletter was published for February and asked that the board please email any content they would like to see added to the March issue. Joanne also wanted the board to know that her husband Norm is in the hospital.

NEW BUSINESS:

Work order system – Marsha reported that we have put a work order system in place for Alan. She asks that all requests be made through the POA office regarding work that Alan normally does. Marsha will take your request and issue a work order to Alan. This system will help to keep us organized, create a paper trail of the work and when it was completed as well as show a thread of Alan’s time which also shows his worth.

Larry Brown asked if the delinquent owners are discussed in the meetings and John answered yes, anyone can bring the report up for discussion. Larry also asked the policy on liens and late fees. John replied that anyone who is delinquent \$300 or more will have a lien placed and Marsha commented that late fees are added quarterly at 1.5% of the balance per month.

NEXT MEETING: The next POA Board Meeting will be Monday – March 2, 2026 @ 3:00 pm.

ADJOURN: Cynthia made a motion to adjourn, Larry seconded the motion and all were in favor. The meeting adjourned at 3:54pm

Approval of _____ **Date** _____