

**Cypress Home Owners Association
Board of Directors Meeting Minutes
January 28, 2010**

1 Upon due notice, given and received, the Cypress Home Owners Association
2 Board of Directors held their regularly scheduled Board of Directors Meeting
3 on January 28, 2010, at Clubhouse #2, Cypress, California. The Vice President,
4 of the Board of Directors, Katie Bryson, called the meeting to order at 7:20 p.m.
5 with a quorum of Directors present.

6

7 **Directors Present**

8 Katie Bryson, Vice President
9 Betsy-Ann Toffler, Secretary
10 Brenan Cheung, Treasurer
11 Judith Fischer, Director at Large

12

13 **Directors Absent**

14 Donald Moreau, President

15

16 **Also Attending**

17 Yamy Criblez, Accell Property Management, Inc.
18 Approximately four (4) Homeowners

19

20 **Executive Session Meeting Topics**

21 In accordance with California Civil Code Section 1363.05, the Board notes that
22 the following topics were discussed during an Executive Session Meeting held
23 on January 28, 2010.

24

- 25 1. Approval of the Executive Session Minutes from December 3, 2009
- 26 2. Presentation by The Judge Law Firm
- 27 3. Show Cause of Hearing
- 28 4. Homeowner Requests for Late Fee Waiver
- 29 5. Homeowner Requests for Waiver of Miscellaneous Fees
- 30 6. Statements of Account Preliminary to Levying Liens for account#
31 114660, 114693 and 114592.
- 32 7. Approval of Resolution to Foreclose on account# 114785
- 33 8. Correspondence from The Judge Law Firm
- 34 9. Correspondence from Cane, Walker & Harkins, LLP.

Executive Session

- 35 10. Assessment Collection Status Report submitted by Cane, Walker &
36 Harkins LLP.
37 11. Assessment Collection Status Report submitted by The Judge Law
38 Firm

39
40 The foregoing resolution is executed pursuant to the general consent of the
41 Board of Directors.

42
43 **Minutes**

44 The Board of Directors reviewed the Minutes from the December 3,
45 2009 Board of Directors Meeting. Following review, a motion was made by
46 Judith Fischer and seconded by Betsy-Ann Toffler to approve the minutes as
47 presented. The motion passed unanimously.

48
49 The Board of Directors reviewed the No Quorum Minutes from the
50 January 5, 2010 Annual Membership Meeting. Following review, a motion
51 was made by Katie Bryson and seconded by Brenan Cheung to approve the
52 minutes as presented. The motion passed unanimously.

53
54 **Financials**

55 The Board of Directors reviewed the financial statements for the periods
56 ending November 30, 2009 and December 31, 2009. Following review and
57 discussion, a motion was made by Brenan Cheung and seconded by Katie
58 Bryson to approve the financial statements as presented. The motion passed
59 unanimously.

60
61 **Board Actions**

62 The Board of Directors reviewed the Lien Authorization Consent Calendar.
63 Following review, a motion was made by Judith Fischer and seconded by
64 Brenan Cheung to approve the Consent Calendar for account# 114660, 114693
65 and 114592. The motion passed unanimously.

66
67 The Board of Directors reviewed a Resolution for Duties, Responsibilities
68 & Authority of the Association President. Following review, it was the
69 general consent of the Board of Directors to table this item to the Board
70 meeting following the Annual Membership Meeting.

71
72
73

Minutes

Financials

Consent
Calendar

Resolution

74	The Board of Directors reviewed a proposal submitted by Total Landscape	Landscape
75	for tree trimming, removal and planting throughout the community.	Proposal
76	Following review, <u>it was the general consent of the Board of Directors to table</u>	
77	<u>this item to the next Board meeting.</u>	
78		
79	The Board of Directors reviewed a retainer agreement submitted by Cane,	Retainer
80	Walker & Harkins, LLP. Following review, <u>a motion was made by Brenan</u>	Agreement
81	<u>Cheung and seconded by Betsy-Ann Toffler to approve the retainer</u>	
82	<u>agreement. The motion passed unanimously.</u>	
83		
84	The Board of Directors reviewed a proposal submitted by Cane, Walker &	Bylaws
85	Harkins, LLP., for the amendment of the Association Bylaws. Following	Amendment
86	Review and discussion, <u>it was the general consent of the Board of Directors to</u>	
87	<u>table this item to the next meeting, as David Cane would be submitting</u>	
88	<u>additional information as to the revision of the Bylaws.</u>	
89		
90	Per Management's recommendations and to fulfill State requirements, the	Playground
91	Board of Directors reviewed proposals from three vendors for the	Inspection
92	inspection of the playgrounds in the community. Following review and	
93	discussion, <u>a motion was made by Betsy-Ann Toffler and seconded by Judith</u>	
94	<u>Fischer to table this item indefinitely, as they are currently soliciting</u>	
95	<u>proposals for the repair/replacement of the playground surfaces and</u>	
96	<u>equipment. The motion passed unanimously.</u>	
97		
98	The Board of Directors reviewed a proposal submitted by Antis Roofing and	Gutter
99	Waterproofing for gutter replacement at 4616 Larwin Avenue. Following	Replacement
100	review and discussion, <u>a motion was made by Katie Bryson and seconded by</u>	4616 Larwin
101	<u>Judith Fischer to deny the proposal in the amount of nine hundred, thirty</u>	
102	<u>dollars (\$930.00), as gutter repairs and/or replacement is Homeowners'</u>	
103	<u>responsibility.</u>	
104		
105	The Board of Directors reviewed a proposal submitted by Antis Roofing and	Roof
106	Waterproofing for roof repairs at 4781 Larwin Avenue. Following review,	Repairs
107	and discussion, <u>a motion was made by Katie Bryson and seconded by Brenan</u>	4781 Larwin
108	<u>Cheung to approve the proposal in the amount of one thousand, one hundred,</u>	
109	<u>twenty dollars (\$1,120.00). The motion passed unanimously.</u>	
110		
111		
112		

113 **Architectural Matters**

114 The Board of Directors reviewed an architectural application submitted by
115 the Homeowner of 4635 Larwin, for a satellite dish installation. Following
116 review, it was the general consent of the Board of Directors to approve the
117 application as presented.

4635
Larwin

118
119 The Board of Directors reviewed an architectural application submitted by
120 the Homeowner of 4674 Larwin, for window replacement. Following
121 review, a motion was made by Katie Bryson and seconded by Betsy-Ann
122 Toffler to approve the application as presented. The motion passed
123 unanimously.

4674
Larwin

124
125 The Board of Directors reviewed an architectural application submitted by
126 the Homeowner of 4848 Larwin, for the replacement of the front door.
127 Following review, a motion was made by Katie Bryson and seconded by
128 Betsy-Ann Toffler to approve the application as presented. The motion
129 passed unanimously.

4848
Larwin

130
131 **New Business**

132 It was the general consent of the Board of Directors to review and discuss the
133 following items, as the need for immediate action exists because A.) there is a
134 need to take immediate action and B.) the need came to the attention of the
135 Board after the Agenda was posted:

136
137 The Board of Directors reviewed the letter of resignation submitted by
138 Donald Moreau. It is with great regret, that the Board of Directors accepts
139 Donald Moreau's resignation.

Board Member
Resignation

140
141 The Board of Directors agreed, by general consent, to appoint Jean Redfearn
142 to the Board of Directors to serve as an Officer to fill the vacant seat for the
143 remaining of the term, which expires in 2010.

Board Member
Appointment

144
145 **Homeowner Open Forum**

146 The following issue was discussed during Homeowner Open Forum: Ceiling
147 repairs and painting as a result of a roof leak.

Open Forum

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149 **Adjournment**

150 There being no further business to come before the Board, it was the general
151 consent of the Board of Directors to adjourn the meeting at 9:05 p.m.

Adjournment

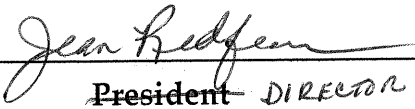
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Attest

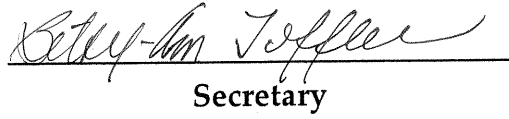
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President DIRECTOR



Secretary