

**Cypress Homeowners Association
Board of Directors Meeting Minutes
February 26, 2008**

1 Upon due notice, given and received, the Cypress Homeowners Association
2 Board of Directors held their regularly scheduled Board of Directors Meeting
3 on Tuesday, February 26, 2008 at Clubhouse #2 Cypress, California. Judith
4 Fischer, President, called the meeting to order at 7:26 p.m. with a quorum of
5 Directors present.

6

7 **Directors Present**

8 Judith Fischer, President

9 Donald Moreau, Vice President

10 Betsy-Ann Toffler, Secretary

11 Karen Hesky, Treasurer

12

13 **Directors Absent**

14 Dawn Masick, Director at Large

15

16 **Also Attending**

17 Ramona Acosta, Accell Property Management, Inc.

18 Steve Garner, Handyman

19 Approximately Twenty (20) Homeowners

20

21 **Executive Session Meeting Topics**

22 In accordance with California Civil Code Section 1363.05, the Board notes that
23 the following topics were discussed during an Executive Session Meeting held
24 on February 26, 2008:

- 25 1. Approval of Executive Session Meeting Minutes of
- 26 January 29, 2008
- 27 2. Show Cause Hearings
- 28 3. Correspondence regarding the waiver of a late charges
- 29 4. Legal correspondence regarding delinquency status
- 30 5. Legal Opinion regarding the Association's Parking Rules
- 31 6. Discussion with Legal Counsel regarding Mismanagement by L'Abri
- 32 Property Management

Executive Session

33 The foregoing resolution is executed pursuant by the general consent of the
34 Board of Directors.

35

36 **Homeowner Open Forum**

37 The following issues and topics were discussed during the Homeowner Open
38 Forum:

Open Forum

39

40 1. The storage container located in alley #14

41 2. Trip hazard at 4798 Larwin Avenue

42

43 **Minutes**

44 The Board of Directors reviewed the Minutes from the January 29, 2008 Board
45 of Directors Meeting. Following review and discussion, a motion was made by
46 Betsy-Ann Toffler and seconded by Karen Hesky to approve the Minutes as
47 submitted. The motion carried unanimously.

Minutes

48

49 The Board of Directors reviewed the Minutes from the January 29, 2008
50 Annual Membership Meeting. It was the general consent of the Board of
51 Directors to table action until the minutes could be corrected (specifically the
52 raffle needs to be added and the election results need to be corrected).

53

54 The Board of Directors reviewed the Minutes from the January 29, 2008
55 Organizational Meeting. It was the general consent of the Board of Directors to
56 table action until the minutes could be corrected (specifically the election
57 results need to be corrected). Dawn Masick should be shown as absent and
58 Karen Hesky should be shown as present at the meeting.

59

60 **Board Actions**

61 The Board of Directors reviewed landscape maintenance proposals.
62 Following review and discussion, it was the general consent of the Board of
63 Directors to schedule a special executive session to interview Artistic
64 Maintenance and TruGreen Landcare.

Landscape
Maintenance
Proposals

65

66 The Board of Directors reviewed landscape maintenance proposals submitted
67 by TruGreen Landcare for items noted on the walk through of December 12,

TruGreen
Landcare

68 2007 improvements to the existing irrigation, and items noted on the walk
69 through of January 30, 2008. A motion was made by Judith Fischer and
70 seconded by Donald Moreau to approve the proposal for the December 12,
71 2007, walk through items at a cost of \$845.00. The motion carried
72 unanimously. It was the general consent of the Board of Directors to table the
73 irrigation proposal until a new landscaper is hired. It was the general consent
74 of the Board of Directors to table the proposal for the January 30, 2008 walk
75 through items until the proposal could be amended by the contractor.

Proposals

76
77 The Board of Directors reviewed Janitorial Services proposals. Following
78 review and discussion, it was the general consent of the Board of Directors to
79 interview Experience Building Services at the special executive session.

Janitorial
Proposals

80
81 The Board of Directors reviewed Pool Plaster proposals for the pool and
82 wader at area #1 and the pool at area #3. It was the general consent of the
83 Board of Directors to interview Alan Smith Pool Plastering at the special
84 executive session.

Pool Plaster
Proposals

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86 The Board of Directors reviewed Pool Service proposals. Following review
87 and discussion, it was the general consent of the Board of Directors to
88 interview Aquatic Balance at the special executive session.

Pool Service
Proposals

89
90 The Board of Directors reviewed Pest Control proposals. It was the general
91 consent of the Board of Directors to table further action until the revised
92 proposal could be obtained from Rodent Pest Technologies for general pest
93 control of the common areas and the annual termite treatment of the
94 clubhouses only.

Pest Control
Proposals

95
96 The Board of Directors reviewed Concrete Repair proposals for six (6)
97 locations throughout the Association. Following review and discussion, a
98 motion was made by Judith Fischer and seconded by Karen Hesky to approve
99 the two (2) proposals submitted by Schlick Services at a total cost of six
100 thousand, two hundred and fifty dollars (\$6,250.00). The motion carried
101 unanimously. Treasurer, Karen Hesky noted that the expense would be taken
102 from the operating account.

Concrete Repair
Proposals

103 The Board of Directors reviewed a proposal submitted by PPM Construction
104 for repair of the stucco at 4820 Larwin Avenue. Following review and
105 discussion, a motion was made by Karen Hesky and seconded by Don
106 Moreau to approve the proposal as submitted. The motion carried
107 unanimously.

PPM Construction
Proposal

109 The Board of Directors reviewed a roof replacement proposal submitted by
110 Royal Roofing Corporation. Following review and discussion, it was the
111 general consent of the Board of Directors to table further action until a revised
112 proposal could be obtained.

Royal Roofing
Proposal

114 The Board of Directors reviewed the exterior paint specifications submitted
115 by Vista Paint. It was the general consent of the Board of Directors to begin
116 the bidding process for the carports throughout the Association.

Vista Paint
Exterior Paint
Specifications

118 The Board of Directors reviewed the irrevocable secret ballot for the proposed
119 special assessment of two hundred and fifty dollars (\$250.00) per home.
120 Following review and discussion, a motion was made by Karen Hesky and
121 seconded by Betsy-Ann Toffler to approve the ballot as amended, noting that
122 the dates should be changed giving the homeowners at least thirty (30) days
123 to vote and that the assessment can be paid in one lump sum or in four (4)
124 installments.

Irrevocable Secret
Ballot

126 The Board of Directors reviewed correspondence submitted by L'Abri
127 Management Inc. regarding a main line back up at 4768 Larwin Avenue.
128 Management noted that there were two (2) other locations that were receiving
129 similar quarterly cleaning services. Management recommended that the
130 Board consider a more permanent solution to correcting the main line
131 problems. The Board acknowledged that the matter needed to be addressed,
132 but no action was taken at this time.

L'Abri Managemer
Inc.

134 The Board of Directors reviewed a special resolution regarding compensation
135 for clubhouse reservations. Following review and discussion, a motion was
136 made by Betsy-Ann Toffler and seconded by Karen Hesky to approve the
137 resolution as submitted. The motion carried unanimously.

Special
Resolution

138 **Financials**
139 The Board of Directors reviewed the financial statements for the period
140 ending December 31, 2007 and January 31, 2008. Karen Hesky provided a
141 Treasurer's Report to the membership. Following review and discussion, it
142 was the general consent of the Board of Directors to table the financial
143 statements until Karen could meet with the staff accountant at Accell
144 Property Management, Inc.

Financials

145
146 **New Business**
147 Management reported that two (2) roof leaks had been reported within the
148 Association and that proposals had been received by Royal Roofing
149 Corporation. However, because the items were not on the agenda they could
150 not be discussed unless the Board determined that emergency or immediate
151 action was necessary. Following review and discussion, it was the general
152 consent of the Board of Directors that the need for immediate action existed,
153 because there was a need to take immediate action and the need came to the
154 attention of the Board of Directors after the agenda was posted. Specifically
155 delay in repairing the roof leaks would cause further damage to the common
156 area, as well as, the owner's personal belongings, which would cause an
157 increased cost to the Association.

New Business
Royal Roofing

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159 The Board of Directors reviewed the proposal from Royal Roofing
160 Corporation to repair the roof leak at 4612 Larwin Avenue at a cost of five
161 hundred and fifty dollars (\$550.00). Following review and discussion, a
162 motion was made by Donald Moreau and seconded by Karen Hesky to
163 approve the proposal as submitted. The motion carried unanimously.

4612 Larwin
Avenue

164
165 The Board of Directors reviewed the proposal submitted by Royal Roofing
166 Corporation to repair the roof leak at 4700 Larwin Avenue at a cost of one
167 thousand five hundred fifty dollars (\$1,550.00). Following review and
168 discussion, a motion was made by Karen Hesky and seconded by Donald
169 Moreau to approve the proposal as submitted. The motion carried
170 unanimously.

4700 Larwin
Avenue

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Adjournment

There being no further business to come before the Board, it was the general consent of the Board of Directors to adjourn the meeting at 8:54 p.m.

Attest

President

Secretary

Adjournment

Attest