

**Cypress Home Owners Association
Board of Directors Meeting Minutes
March 24, 2011**

1 Upon due notice, given and received, the Cypress Home Owners Association Board
2 of Directors held their regularly scheduled Board of Directors Meeting on March 24,
3 2011, at Clubhouse #2, Cypress, California. The Secretary of the Board of Directors,
4 Judith Fischer, called the meeting to order at 7:01 p.m. with a quorum of Directors
5 present.

6
7 **Directors Present**

8 Judith Fischer, Secretary

9 Donald Moreau

10 John Russell

11
12 **Directors Absent**

13 Betsy-Ann Toffler

14
15 **Also Attending**

16 Yamy Criblez, Accell Property Management, Inc.

17 One (1) Homeowner

18
19 **Executive Session Meeting Topics**

20 In accordance with California Civil Code Section 1363.05, the Board notes that the
21 following topics were discussed during an Executive Session Meeting held on March
22 24, 2011

- 23
24 1. Approval of the Executive Session Minutes from February 24, 2011
25 2. Statements of Account Preliminary to Levying of Liens
26 3. Clubhouse Management Review
27 4. Correspondence from Cane, Walker and Harkins, LLP
28 5. Case History Summary Report submitted by The Judge Law Firm

29
30 The foregoing Resolution is executed pursuant to the general consent of the Board
31 of Directors.

32
33 **Minutes**

34 The Board of Directors reviewed the Minutes from the February 24, 2011 Board of

Executive Session

Minutes

35 Directors Meeting. Following review, it was the general consent of the Board of
36 Directors to approve the minutes as presented.

37

38 The Board of Directors reviewed the Minutes from the February 24, 2011 Reconvened
39 Annual Membership Meeting. Following review, it was the general consent of the
40 Board of Directors to approve the minutes as presented.

41

42 **Committee Reports**

43 There were no committee reports at this time.

44

45 **Architectural Matters**

46 The Board of Directors reviewed an architectural application submitted by the
47 Homeowner of 4762 Larwin Avenue for exterior window installation. Following review
48 and discussion, a motion was made by Donald Moreau and seconded by John
49 Russell to deny the application as it negatively impacts the building structure. The
50 motion carried unanimously.

4762 Larwin

51

52 The Board of Directors reviewed an architectural application submitted by the
53 Homeowner of 4586 Larwin Avenue for the replacement of all windows. Following
54 review and discussion, it was the general consent of the Board of Directors to
55 approve the application as submitted.

4586 Larwin

56

57 **Financials**

58 The Board of Directors reviewed the financial statements for the periods ending
59 February 28, 2011. Following review and discussion, a motion was made by Judith
60 Fischer and seconded by Donald Moreau to approve the financial statements as
61 presented. The motion carried unanimously.

Financials

62

63 **Board Actions**

64 The Board of Directors reviewed a Resolution to Approve Duties, Responsibilities and
65 Authority of the Association President. Following review and discussion, a motion
66 was made by Judith Fischer and seconded by Donald Moreau to approve the
67 Resolution as presented. The motion carried unanimously.

Resolution

68

69 The Board of Directors reviewed a Lien Authorization Consent Calendar for the
70 following account numbers: 1466501, 1457801; and 1455701. Following review and
71 discussion, a motion was made by Donald Moreau and seconded by John Rusell to
72 approve the Consent Calendar for the following accounts: 1466501 and 1455701

Liens

73 only, as account number 1457801 has been paid in full. The motion carried
74 unanimously.
75
76 The Board of Directors reviewed a proposal submitted by MCC Construction and
77 Restoration for interior repairs at 4644 Larwin due to a roof leak. Following review and
78 discussion, a motion was made by Donald Moreau and seconded by John Russell to
79 approve the proposal in the amount of one thousand four hundred ninety-five dollars
80 (\$1,495.00). The motion carried unanimously.
81
82 The Board of Directors reviewed proposals submitted by Antis Roofing and
83 Waterproofing for the replacement of the flat roofs and mansards of units 4602-4606
84 Larwin Avenue. Following review and discussion, a motion was made by Donald
85 Moreau and seconded by Judith Fischer to approve the proposals at a total cost of
86 twenty four thousand eight hundred eighty dollars (\$24,880.00). The motion carried
87 unanimously.
88
89 The Board of Directors reviewed proposals submitted by several vendors for
90 stenciling and striping the alley ways throughout the community. Following review
91 and discussion, a motion was made by John Russell and seconded by Judith Fischer
92 to approve the proposal submitted by Ben's Asphalt at a cost of four thousand
93 seventeen dollars (\$4,017.00) to include blacking out the existing carport numbers.
94 The motion carried unanimously.
95
96 The Board of Directors addressed the current vacant seat on the Board. The Board of
97 Directors agreed by general consent to table any further discussion until further
98 notice.
99
100 The Board of Directors reviewed the list of boxes that contain association documents
101 in storage submitted by Management. No further action was taken by the Board.
102
103 **Homeowner Open Forum**
104 The following items were discussed during open forum: termite treatment, exterior
105 wood replacement and painting.
106
107 **New Business**
108 The Board of Directors discussed the need to form committees within the community.
109 Following review and discussion, it was the general consent of the Board of Directors
110 that the need for immediate action exists because A.) there is a need to take

4644 Larwin
Interior Repairs

Antis Roofing and
Waterproofing

Striping and
Stenciling

Board
Appointment

Boxes in
Storage

Open Forum

Committees

111 immediate action and B.) the need came to the attention of the Board after the
112 Agenda was posted. A motion was made by Judith Fischer and seconded by John
113 Russell to form the following committees:

114

115 **Financial Committee**

116 Brenan Cheung, 4858 Larwin Avenue

117

118 **Violations Committee**

119 Donald Moreau, 4676 Larwin Avenue

120

121 **Emergency Preparedness Committee**

122 Robert Kaplinsky, 4612 Larwin Avenue

123

124 **Adjournment**

125 There being no further business to come before the Board, it was the general consent
126 of the Board of Directors to adjourn the meeting at 8:42 p.m.

Adjournment

127

128 **Attest**

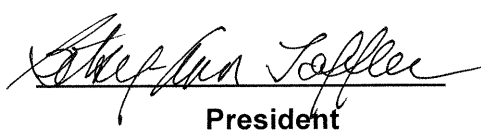
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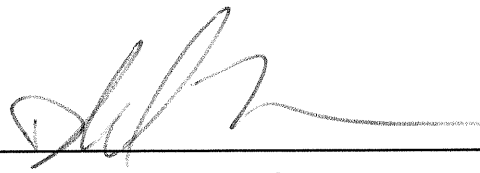
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President



Secretary