

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
March 29, 2012**

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 29,  
3 2012, Clubhouse #2, Cypress, California. The President of the Board of Directors,  
4 John Russell, called the meeting to order at 7:25 p.m. with a quorum of Directors  
5 present.

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7 **Directors Present**

8 John Russell, President

9 Betsy-Ann Toffler, Vice President

10 Judith Fischer, Secretary/Treasurer

11 Diane Woodman. Director At Large

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13 **Directors Absent**

14 None

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16 **Also Attending**

17 Claudia Faison, Accell Property Management, Inc.

18 Vince Brantley, Wilkins Solutions and Enterprises

19 Three (3) Homeowners present

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21 **Executive Session Meeting Topics**

22 In accordance with California Civil Code Section 1363.05, the Board notes that the  
23 following topics were discussed during an Executive Session Meeting held on March  
24 29, 2012.

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26 1. Approval of the Executive Session Minutes from February 23, 2012

27 2. Show Cause Hearing

28 3. Delinquencies - Levying of Liens

29 4. Review of Correspondence Submitted by The Judge Law Firm

30 5. Review of Collection Status Report submitted by The Judge Law Firm

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32 The foregoing Resolution is executed pursuant to the general consent of the Board  
33 of Directors.

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**Minutes**

The Board of Directors reviewed the January 26, 2012, No Quorum Annual Membership Meeting Minutes. Following review and discussion, a motion was made by Betsy-Ann Toffler and seconded by Judith Fischer to approve the Minutes as presented. The motion carried unanimously.

The Board of Directors reviewed the Minutes from the February 23, 2012, Board of Directors Meeting. Following review and discussion, a motion was made by Betsy-Ann Toffler and seconded by Judith Fischer to approve the Minutes as amended. The motion carried unanimously.

The Board of Directors reviewed the February 23, 2012, Annual Membership Meeting Minutes. Following review and discussion, a motion was made by Judith Fischer and seconded by Betsy-Ann Toffler to approve the Minutes as amended. The motion carried unanimously.

The Board of Directors reviewed the March 7, 2012, Special and Organizational Meeting Minutes. Following review and discussion, a motion was made by Judith Fischer and seconded by Betsy-Ann Toffler to approve the Minutes as presented. The motion carried unanimously.

**Committee Reports**

The Board of Directors reviewed correspondence submitted by the Chairman of the Community Services Committee regarding lighting. Following review and discussion, it was the general consent of the Board of Directors to table this matter until pictures of the lighting in questions has been received.

**Consent Calendar**

The Board of Directors reviewed a Lien Authorization Consent Calendars for the following account numbers: A17400001478801, A17400001466501, and 17400001460001. Following review and discussion, a motion was made by Betsy-Ann Toffler and seconded by John Russell to approve the Lien Authorization Consent Calendars as submitted. The motion carried unanimously.

Minutes

Community  
Service Committee

Consent Calendar

74	<b><u>Financials</u></b>	
75	The Board of Directors reviewed the Draft Audit submitted by Showwit and Company.	Audit Draft
76	Following review and discussion, <u>a motion was made by Judith Fischer and</u>	
77	<u>seconded by John Russell to approve the audit draft as presented. The motion</u>	
78	<u>carried unanimously.</u>	
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80	The Board of Directors reviewed the financial statements for the period ending	Financials
81	February 29, 2012. Following review and discussion, <u>a motion was made by Judith</u>	
82	<u>Fischer and seconded by Betsy-Ann Toffler to approve the financial statements as</u>	
83	<u>presented. The motion passed unanimously.</u>	
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85	<b><u>Board Actions</u></b>	
86	The Board of Directors reviewed correspondence submitted by Total Landscape	Motion Sensor
87	regarding the installation of motion sensor lighting in the alleyways. Following review	Lighting
88	and discussion, <u>it was the general consent of the Board of Directors to table further</u>	
89	<u>discussion to the next meeting.</u>	
90		
91	The Board of Directors agreed reviewed proposals for the reroofing of the following	Roofing Proposals
92	buildings submitted by Antis Roofing and Waterproofing: 4822-4818 at a cost of	
93	thirty-four thousand, five hundred and sixty dollars (\$34,560), 4588-4576 at a cost of	
94	fifty-five thousand, one hundred and fifty dollars (\$55,150.00); and 4783-4775 at a	
95	cost of forty thousand nine hundred and sixty dollars(\$40,960.00). Following review	
96	and discussion, <u>a motion was made by Betsy-Ann Toffler and seconded by John</u>	
97	<u>Russell to approve the proposals as presented. The motion carried unanimously.</u>	
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99	The Board of Directors reviewed reserve study proposals submitted by several	Reserve Study
100	vendors. Following review and discussion, <u>a motion was made by Judith Fischer and</u>	Proposals
101	<u>seconded by Betsy-Ann Toffler to approve the proposal submitted by Strategic</u>	
102	<u>Reserves for a computer update at a cost of three hundred forty-nine dollars</u>	
103	<u>(\$349.00). The motion carried unanimously.</u>	
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105	The Board of Directors reviewed correspondence submitted by Aquatic Balance	Pool Heat
106	regarding heating the community pools. Following review, <u>it was the general consent</u>	Schedule
107	<u>of the Board to have the pools heated starting Memorial Day Weekend.</u>	
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109	The Board of Directors reviewed a Memorandum drafted by Management regarding	Parking
110	parking issues within the community. No action was taken at the meeting.	Memorandum
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112 The Board of Directors reviewed an insurance article submitted by Prendiville  
113 Insurance Agency. No action was taken at the meeting.  
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115 The Board of Directors reviewed the proposed 2012 Project Calendar. Following  
116 review, it was the general consent of the Board to approve the calendar as  
117 revised.  
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119 The Board of Directors reviewed a request for Home Business submitted by the  
120 resident, Kang at 4606 Larwin Avenue. Following review and discussion, it was the  
121 general consent of the Board of Directors to deny the request because the  
122 association's governing documents (CC & Rs, Section VIII, Section 2) do not allow  
123 units to be utilized for anything other than residences.

Insurance  
Article

Project  
Calendar

4606 Larwin  
Avenue

124  
125 **Homeowner Open Forum**

Open Forum

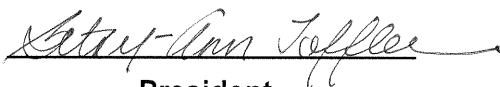
126 The following items were discussed during Open Forum: landscaping requests and  
127 window replacement.

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129 **Adjournment**

Adjournment

130 There being no further business to come before the Board, it was the general consent  
131 of the Board of Directors to adjourn the meeting at 8:12 p.m.

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133 **Attest**

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137 President



Secretary