

**Cypress Home Owners Association
Board of Directors Meeting Minutes
May 24, 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 Thursday,
3 May 24, 2012, Clubhouse #2, Cypress, California. The President of the Board of
4 Directors, John Russell, called the Meeting to order at 7:26 p.m. with a quorum of
5 Directors present.

6

7 **Directors Present**

8 John Russell, President

9 Betsy-Ann Toffler, Vice President

10 Judith Fischer, Secretary/Treasurer

11 Diane Woodman. Director At Large

12

13 **Directors Absent**

14 None

15

16 **Also Attending**

17 Yamy Criblez, Accell Property Management, Inc.

18 Four (4) homeowners.

19

20 **Executive Session Meeting Topics**

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

Executive Session

24

- 25 1. Approval of the Executive Session Minutes from April 26, 2012
- 26 2. Approval of the Emergency Executive Session Minutes from April 26, 2012
- 27 3. Delinquencies
- 28 4. Levying of Liens
- 29 5. Homeowner Correspondence
- 30 6. Review of Correspondence Submitted by The Judge Law Firm
- 31 7. Review of the Collection Status Reports Submitted by The Judge Law Firm
- 32 8. Legal Matters

33

34 The foregoing Resolution is executed pursuant to the general consent of the Board
35 of Directors.

36

37 **Minutes**

38 The Board of Directors reviewed the Minutes from the April 26, 2012, Board of
39 Directors Meeting. Following review and discussion, a motion was made by Judith
40 Fischer and seconded by Betsy-Ann Toffler to approve the Minutes as presented.
41 The motion carried unanimously.

42

43 **Architectural Matters**

44 The Board of Directors reviewed an architectural application for air-conditioning
45 conduits to be installed on the rear of 4518 Larwin Avenue. Following review and
46 discussion, a motion was made by Betsy-Ann Toffler and seconded by Diane
47 Woodman to approve the application as submitted. The motion passed unanimously.

4518 Larwin
Avenue

48

49 The Board of Directors reviewed an architectural application for the replacement of
50 the fence and awning in the backyard submitted by the homeowner of 4585 Larwin
51 Avenue. Following review and discussion, a motion was made by Betsy-Ann Toffler
52 and seconded by Diane Woodman to approve the application as submitted. The
53 motion passed unanimously.

4585 Larwin
Avenue

54

55 The Board of Directors reviewed an architectural application for installation of screen
56 door, window screen, mailbox, and porch light at 4510 Larwin Ave. Following review
57 and discussion, a motion was made by Betsy-Ann Toffler and seconded by Diane
58 Woodman to approve the application as submitted. The motion passed unanimously.

4510 Larwin

59

60 **Committee Reports**

61 Jean Redfearn, Community Service Committee, was present at the
62 meeting and provided the Board with the latest on the lighting issue in the carport
63 and throughout the Community. She will continue to address this issue with Southern
64 California Edison Lighting.

Committee Report

65

66 **Consent Calendar**

67 The Board of Directors reviewed a Lien Authorization Consent Calendars for the
68 following account number A1740001456101. Following review and discussion, a
69 motion was made by Betsy-Ann Toffler and seconded by Diane Woodman to
70 approve the Lien Authorization Consent Calendars as presented. The motion
71 passed unanimously.

Consent Calendar

72

72	<u>Financials</u>	
73	The Board of Directors reviewed the financial statements for the period ending	Financials
74	April 30, 2012. Following review and discussion, <u>a motion was made by Judith</u>	
75	<u>Fischer and seconded by Betsy-Ann Toffler to accept the financial statements as</u>	
76	<u>presented. The motion passed unanimously.</u>	
77		
78	<u>Maintenance and Service Proposals</u>	
79	The Board of Directors reviewed correspondence regarding solar light installation	Total Landscape
80	submitted by Total Landscape Maintenance. No action was taken at this time.	Maintenance
81	Management was advised to take no further action until further notice.	
82		
83	The Board of Directors reviewed a proposal submitted by Collins Builders, Inc. for	Collins Builders
84	building renovations, as a result of a vehicle accident at 4756 Larwin Avenue, in the	Proposals
85	amount of one thousand five hundred ninety-eight dollars (\$1,598.00) for exterior	
86	repairs. Following review and discussion, <u>a motion was made by Betsy-Ann Toffler</u>	
87	<u>and seconded by Judith Fischer to approve the proposal as presented.</u>	
88		
89	In addition, The Board of Directors reviewed a proposal submitted by Collins	
90	Builders, Inc. for carport repairs, in the amount of seven hundred twenty-five dollars	
91	(\$725.00). Following review and discussion, <u>a motion was made by Betsy-Ann</u>	
92	<u>Toffler and seconded by Judith Fischer to approve the proposal as presented. The</u>	
93	<u>motion carried unanimously.</u>	
94		
95	The Board of Directors reviewed a proposal for roof repairs at 4718 Larwin Avenue	4718 Larwin
96	submitted by Antis Roofing and Waterproofing, Inc., in the amount of one thousand	Avenue
97	five hundred sixty dollars (\$1,560.00). Following review and discussion, <u>it was the</u>	
98	<u>general consent of the Board of Directors to table this proposal to the June Board</u>	
99	<u>Meeting.</u>	
100		
101	<u>Administration & Operating Request and Actions</u>	
102	The Board of Directors reviewed the Clubhouse Agreement. Following review and	Clubhouse and Fine
103	discussion, <u>it was the general consent of the Board of Directors to approve the</u>	Policy Agreement
104	<u>Revised Clubhouse Agreement as amended. Management was directed to mail the</u>	
105	<u>Clubhouse Agreement as well as the Violation and Fine Policy to the membership</u>	
106	<u>for a thirty (30) day comment period prior to adoption.</u>	
107		
108		
109		

110 The Board of Directors reviewed a homeowner request submitted by Hall, 4604
111 Larwin Avenue regarding a pool key replacement fee waiver. Following review and
112 discussion, a motion was made by Betsy-Ann Toffler and seconded by Diane
113 Woodman to deny the homeowner's request. Judith Fischer opposed. The motion
114 carried 3-1.

4604 Larwin
Avenue

115
116 **New Business**

117 The Board of Directors reviewed correspondence submitted by The Family Plumber
118 concerning the water heater installation in pool pumproom three (3). Following review
119 and discussion, a motion was made by Betsy-Ann Toffler and seconded by John
120 Russell to proceed with the installation of the gas heater, as planned, including the
121 replacement of the gas line for an additional seven hundred dollars (\$700.00).

Water Heater

122
123 **Adjournment**

124 There being no further business to come before the Board, it was the general consent
125 of the Board of Directors to adjourn the meeting at 8:45 p.m.

Adjournment

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127 **Open Forum**

128 The following items were addressed during Open Forum.

- 129
130 1. Homeowner Late Fee Request
131 2. Exterior Painting
132 3. By-Law Amendment

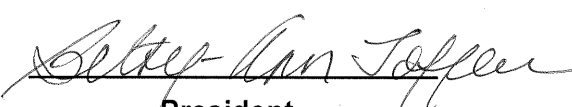
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134
135 **Attest**

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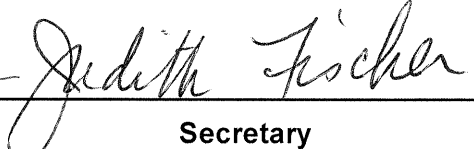
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President



Secretary