

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
June 28, 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 June 28, 2012, Clubhouse #2, Cypress, California. Betsy-Ann Toffler, Vice President,  
4 called the meeting to order at 7:28 p.m. with a quorum of Directors present.

5  
6 **Directors Present**

7 Betsy-Ann Toffler, Vice President  
8 Judith Fischer, Secretary/Treasurer  
9 Diane Woodman. Director At Large

10  
11 **Directors Absent**

12 John Russell, President

13  
14 **Also Attending**

15 Yamy Criblez, Accell Property Management, Inc.  
16 Patrick Prendiville, Prendiville Insurance Agency  
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 June  
22 28, 2012.

Executive Session

- 23  
24 1. Approval of the Executive Session Minutes from May 24, 2012  
25 2. Levying of Liens  
26 3. Payment Plan Authorizations  
27 4. Delinquencies  
28 5. The Judge Law Firm correspondence  
29 6. Cain, Walker, and Harkins Firm Correspondence  
30 7. Formation of Contracts  
31 8. Legal Matters

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

35 **Minutes**

36 The Board of Directors reviewed the Minutes from May 24, 2012, Executive Session  
37 Minutes. Following review and discussion, a motion was made by Judith Fischer and  
38 seconded by Diane Woodman to approve the Minutes as presented. The motion  
39 carried unanimously.

Minutes

41 **Architectural Matters**

42 The Board of Directors reviewed an Architectural Improvement Application submitted  
43 by the homeowner Pickler, 4637 Larwin Avenue, regarding a patio fence  
44 replacement. Following review and discussion, it was the general consent of the  
45 Board of Directors to approve the application as presented.

4637 Larwin  
Avenue

47 The Board of Directors reviewed an application an Architectural Improvement  
48 Application submitted by Wallace, 4599 Larwin Avenue, for patio cover replacement.  
49 Following review and discussion, it was the general consent of the Board of Directors  
50 to approve the application as presented.

4599 Larwin  
Avenue

51  
52 **Committee Reports**

53 Maria Delvaux, Clubhouse Manager, was in attendance to present a report to the  
54 Board of Directors regarding managing the clubhouses within the community.  
55 Following review and discussion of her duties and responsibilities, it was the general  
56 consent of the Board of Directors to approve a monthly compensation of seventy-five  
57 dollars (\$75.00) for her duties as Clubhouse Manager starting July 1, 2012.

Committee  
Reports

58  
59 **Consent Calendars and Resolutions**

60 The Board of Directors reviewed a Lien Authorization Consent Calendars for the  
61 Account #A1740001476701. Following review and discussion, a motion was made  
62 By Betsy-Ann Toffler and seconded by Judith Fischer to approve the Lien  
63 Authorization Consent Calendar as presented. The motion carried unanimously.

Account  
#A1740001476701

64  
65 Management presented the Board of Directors with Annual Insurance Review and  
66 Renewal Resolution Memorandum. It was the general consent of the Board of  
67 Directors to deny the review and/or approval of the Annual Insurance Review and  
68 Renewal Resolution Memorandum as presented by Management.

Insurance Review

69  
70 The Board reviewed the property and liability insurance renewal proposal presented  
71 by Prendiville Insurance Agency. Following review and discussion, a motion was  
72 made by Judith Fischer and seconded by Betsy-Ann Toffler to accept the proposal in  
73 the amount of forty-one thousand, eight hundred, sixty-five dollars (\$41,865),  
74 effective July 1, 2012. The motion carried unanimously.

Insurance Renewal

75 **Financials**  
76 The Board of Directors reviewed the 2011 Tax Returns forms. Following review and  
77 discussion, it was the general consent of the Board of Directors to accept and the  
78 2011 tax returns.

79  
80 The Board of Directors reviewed the financial statements for the period ending May  
81 31, 2012. Following review and discussion, a motion was made by Judith Fischer  
82 and seconded by Diane Woodman to approve the financial statements as presented.  
83 The motion carried unanimously.

84  
85 **Board Actions**

86 The Board of Directors reviewed a proposal for roof repairs at 4718 Larwin Avenue  
87 submitted by Antis Roofing and Waterproofing. Following review and discussion,  
88 a motion was made by Judith Fischer and seconded by Diane Woodman to approve  
89 the proposal for an amount not to exceed six hundred thirty dollars (\$630.00). The  
90 motion carried unanimously.

4718 Larwin  
Avenue

91  
92 The Board of Directors reviewed an estimate for a "Slow Children" sign in Alley #1.  
93 Following review and discussion, it was the general consent of the Board of  
94 Directors to purchase one (1) sign in the amount of thirty-eight dollars (\$38.00).

"Slow Children"  
Signs

95  
96 The Board of Directors reviewed correspondence submitted by the Kwon, 4830  
97 Larwin Avenue, regarding a reimbursement of a beehive removal in amount of one  
98 hundred fifty dollars (\$150.00). Following review and discussion, it was the general  
99 consent of the Board of Directors to approve the reimbursement request in the  
100 amount of one hundred fifty dollars (\$150.00).

4830 Larwin  
Avenue

101  
102 The Board of Directors reviewed correspondence submitted by the homeowner  
103 Uchiyama, 4801 Larwin Avenue, regarding the removal of plant material from the  
104 Association landscape area in front of the residence. Following review and  
105 discussion, it was the general consent of the Board of Directors to deny the  
106 homeowner's request.

4801 Larwin  
Avenue

107  
108 **Adjournment**

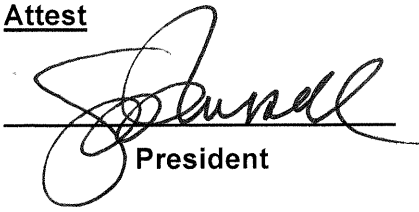
109 There being no further business to come before the Board, it was the general consent  
110 of the Board of Directors to adjourn the meeting at 8:15 p.m.

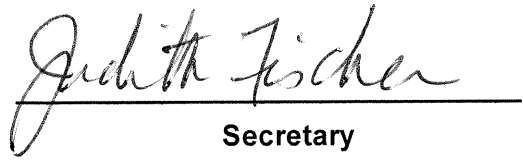
Adjournment

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**Attest**

  
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President

  
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Secretary