

**Cypress Home Owners Association
Board of Directors Meeting Minutes
December 1, 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 December 1,
3 2011, at Clubhouse #2, Cypress, California. The President of the Board of Directors,
4 Betsy-Ann Toffler, called the meeting to order at 7:08 p.m. with a quorum of Directors
5 present.

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7 **Directors Present**

8 Betsy-Ann Toffler, President

9 John Russell, Vice President

10 Donald Moreau, Secretary

11
12 **Directors Absent**

13 Judith Fischer, Treasurer

14 Vacant, Member at Large

15
16 **Also Attending**

17 Jason G. Carter, CCAM, Accell Property Management, Inc.

18 One (1) Homeowner present

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
23 December 1, 2011.

Executive Session

- 24
25 1. Approval of the Executive Session Minutes from October 27, 2011
26 2. Statement of Accounts Preliminary to Recording Lien
27 3. Collection Status Report submitted by The Judge Law Firm
28 4. Collection Status Report submitted by Cane, Walker and Harkins
29 5. Delinquent Accounts
30 6. Association Contracts

31
32 **The foregoing Resolution is executed pursuant to the general consent of the Board**
33 **of Directors.**

34 **Minutes**

35 The Board of Directors reviewed the Minutes from the October 27, 2011 Board of
36 Directors Meeting. Following review and discussion, a motion was made by Don
37 Moreau and seconded by Betsy-Ann Toffler to approve the Minutes as presented.
38 The motion carried unanimously.

Minutes

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40 **Board Actions**

41 The Board of Directors reviewed a Lien Authorization Consent Calendars for the
42 following account numbers: A1740001474601 and A1740001466501. Following
43 review and discussion, a motion was made by Don Moreau and seconded by John
44 Russell to approve the Lien Authorization Consent Calendars as submitted. The
45 motion carried unanimously.

Consent Calendar
& Resolutions

46
47 The Board of Directors reviewed the updated proposal submitted by Total Landscape
48 Maintenance, Inc., for an increase in the monthly service cost. Following review and
49 discussion, a made by John Russell and seconded by Don Moreau to approve the
50 contract submitted at a monthly cost of seven thousand one hundred dollars
51 (\$7,100.00). The motion carried unanimously.

Landscape
Maintenance
Contract

52
53 The Board of Directors reviewed proposals submitted by Antis Roofing &
54 Waterproofing, Inc., to perform roof repairs at three (3) different buildings in the
55 community. Following review and discussion, a motion was made by Don Moreau
56 and seconded by Betsy-Ann Toffler to table action until the February, 2012 meeting.
57 The motion carried unanimously.

Roof Repairs

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59 The Board of Directors reviewed an architectural application submitted by 4674
60 Larwin Avenue for the installation of new balcony doors. Following review and
61 discussion, a motion was made by Betsy-Ann Toffler and seconded by Don Moreau
62 to approve the application as submitted. The motion carried unanimously.

Architectural
Applications

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64 **Financials**

65 The Board of Directors reviewed the financial statements for the period ending
66 October 31, 2011. Following review and discussion, a motion was made by John
67 Russell and seconded by Don Moreau to approve the financial statements as
68 presented. The motion passed unanimously.

Financials

69

69 **Homeowner Open Forum**

70 The following item was discussed during Open Forum: emergency preparedness.

Open Forum

71

72 **Adjournment**

73 There being no further business to come before the Board, it was the general consent
74 of the Board of Directors to adjourn the meeting at 7:54 p.m.

Adjournment

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76 **Attest**

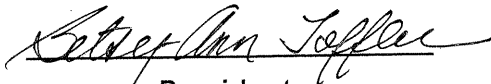
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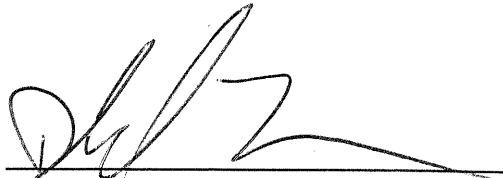
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President


Secretary