

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
June 29, 2016**

1 Upon due notice, given and received, the Cypress Home Owners Association Board of  
2 Directors held their regularly scheduled Board of Directors Meeting on Wednesday,  
3 June 29, 2016, Clubhouse #2, Cypress, California. John Russell, President, called the  
4 meeting to order at 6:51 p.m., with a quorum of Directors present.

5

6 **Directors Present**

7 John Russell, President

8 Maria Delvaux, Secretary

9 Jean Redfearn, Director at Large

10

11 **Directors Absent**

12 None

13

14 **Also Attending**

15 Dianna Campellone, Accell Property Management, Inc.

16

17 **Executive Session Meeting Topics**

18 In accordance with California Civil Code Section 4935(e), the Board of Directors notes  
19 that the following topics were discussed during an Executive Session Meeting held on  
20 June 29, 2016:

Executive Session  
Meeting Topics

21

- 22 1. Approval of the Executive Session Minutes from May 26, 2016
- 23 2. Review of Statements of Account Preliminary to Levying of Liens
- 24 3. Review of Cane, Walker and Harkins, LLP Correspondence

25

26 The foregoing Resolution is executed pursuant to the general consent of the Board of  
27 Directors.

28

29 **Minutes**

30 The Board of Directors reviewed the Minutes from the Board of Directors Meeting held  
31 on May 26, 2016. Following review and discussion, the Board agreed, by general  
32 consent to approve the Minutes as presented.

Minutes

33

34 **Board Actions**

35 The Board of Directors reviewed an Architectural Application submitted by Sebastian/

4811 Larwin

36	Cejas, 4811 Larwin Avenue regarding window replacement. Following review and	Avenue
37	discussion, <u>the Board agreed, by general consent to approve the Architectural</u>	
38	<u>Application as submitted.</u>	
39		
40	The Board of Directors reviewed an Architectural Application submitted by Smith, 4731	4731 Larwin
41	Larwin Avenue regarding window and sliding door replacement. Following review and	Avenue
42	discussion, <u>Jean Redfearn made a motion to approve the Architectural Application as</u>	
43	<u>submitted. Maria Delvaux seconded the motion. The motion passed unanimously.</u>	
44		
45	The Board of Directors reviewed a Lien Authorization Consent Calendar for account	Account Number
46	number A1740001470401. Following review and discussion, <u>Maria Delvaux made a</u>	A1740001470401
47	<u>motion to approve the Consent Calendar as submitted. Jean Redfearn seconded the</u>	
48	<u>motion. The motion passed unanimously.</u>	
49		
50	The Board of Directors reviewed a Lien Authorization Consent Calendar for account	Account Number
51	number A1740001471001. Following review and discussion, <u>John Russell made a</u>	A1740001471001
52	<u>motion to approve the Consent Calendar as submitted. Maria Delvaux seconded the</u>	
53	<u>motion. The motion passed unanimously.</u>	
54		
55	The Board of Directors reviewed a Lien Authorization Consent Calendar for account	Account Number
56	number A1740001461101. Following review and discussion, <u>the Board agreed, by</u>	A1740001461101
57	<u>general consent to send a Treasurer's letter to the homeowner recommending a</u>	
58	<u>payment plan.</u>	
59		
60	The Board of Directors reviewed a Special Emergency Presidential Resolution for the	MCC Construction
61	installation of a wrought iron fence panel at pool #3, submitted by MCC Construction	and Restoration
62	and Restoration at a cost of one thousand five hundred ninety-three dollars	
63	(\$1,593.00). No further action was required.	
64		
65	The Board of Directors reviewed correspondence submitted by Prendiville Insurance	Insurance
66	Agency for the Annual Insurance Renewal. Following review and discussion, <u>Jean</u>	Renewal
67	<u>Redfearn made a motion to approve the insurance premium at a cost of forty eight</u>	
68	<u>thousand six hundred forty-six dollars (\$48,646.00). John Russell seconded the</u>	
69	<u>motion. The motion passed unanimously.</u>	
70		
71	<b><u>Financial Actions</u></b>	
72	The Board of Directors reviewed the 2015 Income Tax Returns submitted by	2015 Income Tax

73	VanDerPol and Company. Following review and discussion, <u>the Board agreed, by</u>	Returns
74	<u>general consent to table to the July meeting. Jean Redfearn to review the Income Tax</u>	
75	<u>Returns with Brenan Cheung.</u>	
76		
77	<b><u>Maintenance and Service Proposals</u></b>	
78	The Board of Directors reviewed proposals submitted by various vendors regarding	Standing Guard
79	standing guards to patrol the community during the termite fumigation project.	Proposals
80	Following review and discussion, <u>Jean Redfearn made a motion to approve the</u>	
81	<u>proposal submitted by Patrol One at a cost of twenty-four dollars and fifty cents</u>	
82	<u>(\$24.50) per hour, per guard and the following shift schedule:</u>	
83	<u>1) Monday, July 25, 2016 – Two (2) standing guards to begin shifts at 8:30 a.m.</u>	
84	<u>2) Tuesday, July 26, 2016 – Three (3) standing guards (third (3<sup>rd</sup>) guard to begin shift</u>	
85	<u>at 8:30 a.m.)</u>	
86	<u>3) Wednesday, July 27, 2016 – Three (3) standing guards (third (3<sup>rd</sup>) guard to end shift</u>	
87	<u>at 3:30 p.m.)</u>	
88	<u>4) Thursday, July 28, 2016 – Two (2) standing guards to end shifts at 3:30 p.m.</u>	
89	<u>Maria Delvaux seconded the motion. The motion passed unanimously.</u>	
90		
91	The Board of Directors reviewed a proposal submitted by MCC Construction and	MCC Construction
92	Restoration regarding the installation of an expanded wire mesh panel at pool #2, at	and Restoration
93	a cost of five hundred ninety-five dollars (\$595.00). Following review and discussion,	Proposal
94	<u>Jean Redfearn made a motion to approve the proposal as submitted. John Russell</u>	
95	<u>seconded the motion. The motion passed unanimously.</u>	
96		
97	The Board of Directors reviewed a proposal submitted by Total Landscape	Total Landscape
98	Maintenance for grass replacement and sprinkler repairs/additions at various locations,	Maintenance
99	at a cost of twenty one thousand two hundred seventy-seven dollars and twenty cents	Proposal
100	<u>(\$21,277.20). Following review and discussion, the Board agreed, by general consent</u>	
101	<u>to table until the termite fumigation project is completed.</u>	
102		
103	The Board of Directors reviewed a Memorandum submitted by Management regarding	Handyman
104	hiring a handyman for the Association. Following review and discussion, <u>the Board</u>	Discussion
105	<u>agreed, by general consent to table the discussion until the July meeting.</u>	
106		
107	The Board of Directors reviewed the California Legislative Action Committee Donation	CLAC
108	Request submitted by Community Association Institute. Following review and	Correspondence

109 discussion, the Board agreed, by general consent to table to the July meeting. Jean  
110 Redfearn to obtain additional information for Board review and discussion.  
111 The Board of Directors reviewed correspondence submitted by Houston, 4786 Larwin  
112 Avenue regarding a request for pool key reimbursement of one hundred dollars  
113 (\$100.00). Following review and discussion, the Board agreed, by general consent to  
114 deny the request for reimbursement.

4786 Larwin  
Avenue

115  
116 **Financials**

117 The Board of Directors reviewed the Financial Statements for the period ending  
118 May 31, 2016. Following review and discussion, John Russell made a motion to  
119 approve the financials, subject to annual audit review. Jean Redfearn seconded the  
120 motion. The motion passed unanimously.

Financials

121  
122 **Open Forum**

123 There were no topics discussed during Open Forum.

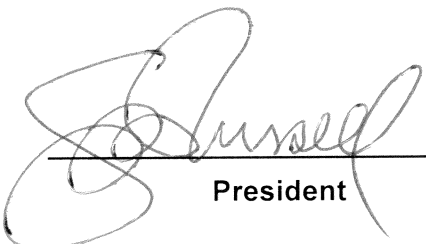
124  
125 **Adjournment**


126 There being no further business to come before the Board of Directors, the Board  
127 agreed, by general consent to adjourn the Meeting at 8:47 p.m.

Adjournment

128  
129 **Attest**

Attest

130  
131  
132   
133 \_\_\_\_\_  
134 **President**

  
\_\_\_\_\_  
**Secretary**