

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
November 2, 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 November 2, 2016, Clubhouse #2, Cypress, California. John Russell, President,  
4 called the meeting to order at 7:18 p.m., with a quorum of Directors present.

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6 **Directors Present**

7 John Russell, President  
8 Maria Delvaux, Secretary  
9 Jean Redfearn, Treasurer

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11 **Directors Absent**

12 None

13  
14 **Also Attending**

15 Dianna Campellone, Accell Property Management, Inc.  
16 Bill Jacob, Total Landscape Maintenance  
17 Two (2) Homeowners

18  
19 **Executive Session Meeting Topics**

20 In accordance with California Civil Code Section 4935(e), the Board of Directors notes  
21 that the following topics were discussed during an Executive Session Meeting held on  
22 November 2, 2016:

Executive Session  
Meeting Topics

- 23
- 24 1. Approval of the Executive Session Minutes from September 22, 2016
  - 25 2. Show Cause Hearing regarding Non Compliance Matter
  - 26 3. Review of Fee Waiver Request
  - 27 4. Review of Judgment Re-Opened for Collections by The Judge Law Firm
  - 28 5. Review of The Judge Law Firm Correspondence
  - 29 6. Review of the Statement of Account Preliminary to Levying of Liens
  - 30 7. Review of Cane, Walker and Harkins, LLP Correspondence
  - 31 8. Review of Contract Increase by West One Janitorial Services

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

<p>36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71</p>	<p><b><u>Presentation</u></b> Bill Jacob, Total Landscape Maintenance, attended the Meeting to discuss his concerns regarding an approved proposal for plantings and the recommendation to proceed with the irrigation rehabilitation throughout the Community with the Board of Directors.</p> <p><b><u>Minutes</u></b> The Board of Directors reviewed the Minutes from the Board of Directors Meeting held on September 22, 2016. Following review and discussion, <u>Jean Redfearn made a motion to approve the Minutes as presented. Maria Delvaux seconded the motion. The motion passed unanimously.</u></p> <p><b><u>Board Actions</u></b> The Board of Directors reviewed an Architectural Application submitted by Sanders, 4699 Larwin Avenue regarding a security entry door replacement. Following review and discussion, <u>Jean Redfearn made a motion to approve the Architectural Application as submitted. John Russell seconded the motion. The motion passed unanimously.</u></p> <p>The Board of Directors reviewed Lien Authorization Consent Calendars for account numbers 14793-02 and 14615-01. Following review and discussion, <u>Jean Redfearn made a motion to deny the Consent Calendar for account number 14793-02 as the account is current and approve the Consent Calendar for account number 14615-01 as submitted. John Russell seconded the motion. The motion passed unanimously.</u></p> <p><b><u>Financial Actions</u></b> The Board of Directors reviewed correspondence submitted by Jeffrey Russell, Morgan Stanley Wealth Management, regarding various questions pertaining to the Association’s Morgan Stanley Accounts. Following review and discussion, <u>the Board agreed, by general consent to table further discussion to the December meeting.</u></p> <p>The Board of Directors reviewed the revised draft Annual Budget Package submitted by Management. Following review and discussion, <u>Jean Redfearn made a motion to approve the Annual Budget Package as amended, with an assessment increase to two hundred ninety-five dollars (\$295.00) per month. Maria Delvaux seconded the motion. The motion passed unanimously.</u></p>	<p>Total Landscape Maintenance Presentation</p> <p>Minutes</p> <p>4699 Larwin Avenue</p> <p>Lien Authorization Consent Calendars</p> <p>Morgan Stanley Correspondence</p> <p>Draft Annual Budget Package</p>
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72 **Maintenance and Service Proposals**

73 The Board of Directors reviewed a proposal submitted by Total Landscape  
74 Maintenance regarding tree removals and tree trimming throughout the Community  
75 at a cost of eleven thousand five hundred thirty-five dollars (\$11,535.00). Following  
76 review and discussion, Maria Delvaux made a motion to approve the proposal as  
77 submitted. Jean Redfearn seconded the motion. The motion passed unanimously.

Total Landscape  
Proposal

78  
79 The Board of Directors reviewed the amended draft Annual Election ballot and  
80 submitted Nomination forms. Following review and discussion, the Board agreed, by  
81 general consent to approve the Annual Election ballot as amended.

Draft Annual  
Election Ballot

82  
83 The Board of Directors reviewed a Memorandum submitted by Management regarding  
84 trash enclosure replacement discussion. Following review and discussion, the Board  
85 agreed, by general consent to table further discussion to the December meeting.  
86 Management was directed to obtain one (1) proposal for cinder block enclosure with  
87 vinyl gates and one (1) proposal for vinyl enclosure and gates.

Trash Enclosure  
Replacement

88  
89 **Financials**

90 The Board of Directors reviewed the Financial Statements for the periods ending  
91 September 30, 2016 and October 31, 2016. Following review and discussion, John  
92 Russell made a motion to approve the Financial Statements, subject to annual audit  
93 review. Jean Redfearn seconded the motion. The motion passed unanimously.

Financials

94  
95 **New Business**

96 The Board of Directors discussed the Appointment of homeowner, Ms. Borodayko,  
97 to the Board to fill one (1) vacant seat. Following review and discussion, Jean  
98 Redfearn made a motion to appoint Ms. Borodayko to the Board of Directors. Maria  
99 Delvaux and John Russell opposed appointing the homeowner at this time.  
100 Management was directed to add Board Member Appointment Discussion to the  
101 December Agenda.

Board Member  
Appointment

102  
103 **Open Forum**

104 In accordance with State Statute, the homeowners present are given an opportunity to  
105 address the Board of Directors. There were no topics discussed during Open Forum.

Open Forum

106  
107 **Adjournment**

108 There being no further business to come before the Board of Directors, the Board

Adjournment

109 agreed, by general consent to adjourn the Meeting at 9:08 p.m.

110 **Attest**

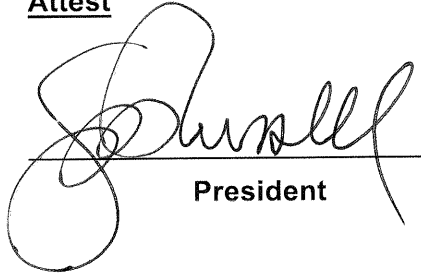
Attest

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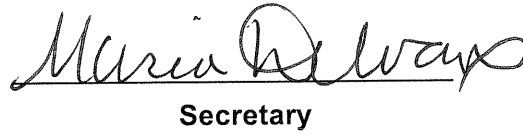
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President



Secretary