

**Cypress Home Owners Association
Board of Directors Meeting Minutes
December 3, 2015**

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 Thursday,
3 December 3, 2015, Clubhouse #2, Cypress, California. John Russell, President,
4 called the meeting to order at 7:17 p.m., with a quorum of Directors present.

5
6 **Directors Present**

7 John Russell, President
8 Tamara Honegan, Vice President
9 Judith Fischer, Treasurer
10 Maria Delvaux, Secretary

11
12 **Directors Absent**

13 None

14
15 **Also Attending**

16 Dianna Campellone, Accell Property Management, Inc.
17 One (1) Homeowner

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 December 3, 2015:

Executive Session
Meeting Topics

- 23
24 1. Approval of the Executive Session Minutes from October 22, 2015
25 2. Review of Hearing Notice for Non-Compliance Matter
26 3. Review of Notice of Fine Letters
27 4. Review of Resolution to Record Lien for APN: 242-095-10
28 5. Approval of West One Janitorial Services Contract
29 6. Review of The Judge Law Firm Correspondence
30 7. Review of Cane, Walker and Harkins, LLP Correspondence

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

34 **Minutes**

35 The Board of Directors reviewed the Minutes from the Board of Directors Meeting held
36 on October 22, 2015. Following review and discussion, Judith Fischer made a motion
37 to approve the Minutes as amended. Maria Delvaux seconded the motion. The
38 motion passed unanimously.

Minutes

40 **Board Actions**

41 The Board of Directors reviewed an Architectural Application submitted by O'Halloran,
42 4570 Larwin Avenue, regarding rear patio fence replacement. Following review and
43 discussion, Maria Delvaux made a motion to approve the architectural application with
44 the condition that the wood fence is stained in natural color. Tamara Honegan
45 seconded the motion. The motion passed unanimously.

4570 Larwin
Avenue

47 The Board of Directors reviewed an Architectural Application submitted by Pancoast,
48 4568 Larwin Avenue, regarding rear patio fence replacement. Following review and
49 discussion, Maria Delvaux made a motion to approve the architectural application with
50 the condition that the wood fence is stained in natural color and is six (6) feet in height.
51 Tamara Honegan seconded the motion. The motion passed unanimously.

4568 Larwin
Avenue

53 The Board of Directors reviewed a Resolution to Lien for Assessor's Parcel number
54 242-095-10 submitted by The Judge Law Firm. Following review, Judith Fischer made
55 a motion to approve the Resolution as presented. Maria Delvaux seconded the
56 motion. The motion passed unanimously.

Resolution to Lien
APN: 242-095-10

58 The Board of Directors reviewed a Bank Transaction Resolution submitted by
59 Management. No action was taken.

Bank Transaction
Resolution

61 The Board of Directors reviewed proposals for moisture barrier replacement at 4804
62 Larwin Avenue submitted by various vendors. Following review and discussion,
63 Tamara Honegan made a motion to approve the proposal submitted by Pacific Rim
64 Architectural Services, Inc., at a cost of three thousand ninety-eight dollars
65 (\$3,089.00). Judith Fischer seconded the motion. The motion passed unanimously.

4804 Larwin
Avenue

67 The Board of Directors reviewed proposals for monthly maintenance of the pools and
68 waders submitted by several vendors. Following review and discussion, the Board
69 agreed, by general consent to table until the January 2016 meeting and invite
70 Decksider Pool Services to attend.

Pool & Wader
Maintenance
Proposals

71	The Board of Directors reviewed proposals for concrete repair at the entrance to pool	Concrete Repair Proposals
72	#2 submitted by various vendors. Following review and discussion, <u>the Board agreed,</u>	
73	<u>by general consent to table until the January 2016 Meeting.</u>	
74		
75	The Board of Directors reviewed proposals to pour concrete in the planter box at Pool	Concrete Planter Box Proposals
76	#2 submitted by various vendors. Following review and discussion, <u>the Board agreed,</u>	
77	<u>by general consent to deny the proposals as the project is not a priority.</u>	
78		
79	The Board of Directors reviewed a proposal for water testing at 4681 Larwin Avenue	4681 Larwin Avenue
80	submitted by Antis Roofing and Waterproofing, Inc., at a cost of one hundred sixty-five	
81	dollars (\$165.00), per hour with a three (3) hour minimum. Following review and	
82	discussion, <u>Maria Delvaux made a motion to approve the proposal as submitted.</u>	
83	<u>Judith Fischer seconded the motion. The motion passed unanimously.</u>	
84		
85	The Board of Directors reviewed a proposal to repaint the bedroom ceiling at 4633	4633 Larwin Avenue
86	Larwin Avenue submitted by Pacific Rim Architectural Services, Inc., at a cost of eight	
87	hundred seventy dollars (\$870.00). Following review and discussion, <u>the Board</u>	
88	<u>agreed, by general consent to deny the proposal as submitted and request one (1)</u>	
89	<u>additional proposal from Humburg and Associates, Inc. Management was authorized</u>	
90	<u>to approve the proposal from Humburg and Associates, Inc., if the proposal is lower in</u>	
91	<u>price.</u>	
92		
93	The Board of Directors reviewed the draft Annual Membership Meeting materials	Draft Annual Membership Meeting Material
94	submitted by Management. Following review and discussion, <u>the Board agreed, by</u>	
95	<u>general consent to approve the draft Annual Membership Meeting material as</u>	
96	<u>amended.</u>	
97		
98	The Board of Directors reviewed the 2016 Proposed Annual Calendar submitted by	2016 Proposed Annual Calendar
99	Management. Following review and discussion, <u>the Board agreed, by general consent</u>	
100	<u>to approve the 2016 Annual Calendar as presented.</u>	
101		
102	The Board of Directors reviewed the financial statement for the period ending October	Financials
103	31, 2015. Following review and discussion, <u>Judith Fischer made a motion to accept</u>	
104	<u>the financial statements subject to Audit. John Russell seconded the motion. The</u>	
105	<u>motion passed unanimously.</u>	

106 **Open Forum**

107 The following topics were discussed in Open Forum:

Open Forum

108

109 1. Cracked concrete on sidewalk

110 2. Barking dogs

111

112 **Adjournment**

113 There being no further business to come before the Board of Directors, the Board
114 agreed by general consent to adjourn the Meeting at 8:32 p.m.

Adjournment

115

116 **Attest**

Attest

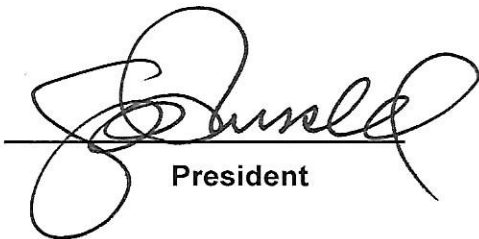
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President



Secretary