

**Cypress Home Owners Association
Board of Directors Meeting Minutes
May 26, 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 May 26,
3 2011, at Clubhouse #2, Cypress, California. The Vice President of the Board of
4 Directors, John Russell, called the meeting to order at 7:06 p.m. with a quorum of
5 Directors present.

6
7 **Directors Present**

8 John Russell, Vice President

9 Judith Fischer, Treasurer

10 Donald Moreau, Secretary

11
12 **Directors Absent**

13 Betsy-Ann Toffler, President

14
15 **Also Attending**

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

17 Yamy Criblez, CCAM, Accell Property Management, Inc.

18 Dean Morrison, Antis Roofing & Waterproofing

19 Four (4) Homeowners present

20
21 **Executive Session Meeting Topics**

22 In accordance with California Civil Code Section 1363.05, the Board notes that the

23 Following

24 topics were discussed during an Executive Session Meeting held on May 26, 2011
25 from 6:20 P.M. to 7:00 P.M.:

- 26
27 1. Approval of the Executive Session Minutes from April 28, 2011
28 2. Statements of Account Preliminary to Levying of Liens
29 3. Show Cause Hearing
30 4. Case History Summary Report submitted by The Judge Law Firm
31 5. Assessment Collection Status Report submitted by Cane, Walker & Harkins
32 6. Legal Matters

36 **Architectural Matter**

37 The Board of Directors discussed a homeowner's request to obtain architectural
38 approval for the replacement of the wooden fence at 4590 that needs immediate
39 replacement. Following review, it was the general consent of the Board of Directors
40 to approve the homeowner's request for the fence replacement, like for like,
41 provided that an architectural application is received by Management.

4590 Larwin

42
43 **Minutes**

44 The Board of Directors reviewed the Minutes from the April 28, 2011 Board of
45 Directors Meeting. Following review, a motion was made by Don Moreau, and
46 seconded by Judith Fischer to approve the minutes as amended. The motion carried
47 unanimously.

Minutes

48
49 The Board of Directors reviewed the No Quorum By-Law Amendment Meeting
50 Minutes from January 4, 2011. Following review, a motion was made by Don
51 Moreau, and seconded by Judith Fischer to approve the minutes as presented. The
52 motion carried unanimously.

53
54 The Board of Directors reviewed the No Quorum By-Law Amendment Meeting
55 Minutes from January 27, 2011. Following review, a motion was made by Don
56 Moreau, and seconded by Judith Fischer to approve the minutes as presented. The
57 motion carried unanimously.

58
59 The Board of Directors reviewed the No Quorum By-Law Amendment Meeting
60 Minutes from April 28, 2011. Following review, a motion was made by Don Moreau,
61 and seconded by Judith Fischer to approve the minutes as presented. The motion
62 carried unanimously.

63
64 **Committee Reports**

65 Community Services Committee Chair Jean Redfearn, gave an update to the
66 Board of Directors on the upcoming Ice Cream Social currently scheduled for July
67 16, 2011 to be held from 1:00 P.M. to 3:00 P.M. at Clubhouse #2. The cost of this
68 event is not to exceed one hundred dollars (\$100.00). Following review and
69 discussion, it was the general consent of the Board of Directors to table further
70 discussion to the next meeting.

Community
Services
Committee

71
72
73

74 Emergency Preparedness Committee Chair, Robert Kaplinsky, provided the
75 Board with an Incident Command Structure to include a list of items he feels would
76 be necessary in case of a natural disaster. The cost of the high priority items totals
77 approximately one thousand and ninety-seven dollars (\$1,097.00), and Robert
78 requested a budget line item be established for this expenditure. The Board informed
79 Robert that this would be taken into consideration at the next Board Meeting.
80

Emergency
Preparedness

81 **Board Actions**

Liens

82 The Board of Directors reviewed a Lien Authorization Consent Calendar for the
83 following account number: A1740001476701. Following review and discussion, a
84 motion was made by Judith Fischer, and seconded by Don Moreau to approve
85 recording a lien on account number A1740001476701 if payment is not received by
86 June 15, 2011. The motion carried unanimously.
87

88 **Financials**

Financials

89 The Board of Directors reviewed the financial statements for the period ending April
90 30, 2011. Following review and discussion, a motion was made by Judith Fischer,
91 and seconded by Don Moreau to approve the financial statements as presented. The
92 motion carried unanimously.
93

94 The Board of Directors reviewed correspondence pertaining to the Internal Revenue
95 Service and their newly established policy of only accepting tax credit coupons
96 electronically. No further action is required by the Board.
97

IRS Payments

98 **Maintenance and Service Proposals**

Roof Repairs

99 Dean Morrison of Antis Roofing & Waterproofing was present and provided the
100 Board with a comprehensive maintenance program to be facilitated on various
101 buildings throughout the community. After review by the Board, a motion was made
102 by Don Moreau, and seconded by John Russell to table any action until Antis
103 Roofing & Waterproofing can provide a plot map of damaged areas, as well as a
104 categorized list of imminent need to routine repair for the Board to review. The
105 motion carried unanimously.
106

107 **Administration & Operating Request and Actions**

Homeowner
Correspondence

108 The Board of Directors reviewed documentation on the following items: pool
109 concerns as presented by a concerned homeowner, and correspondence submitted
110 by a homeowner regarding a request to adjust the pool motor schedule. No further
111 action was required by the Board.

112 **Homeowner Open Forum**

Open Forum

113 The following item was discussed during Open Forum: carport striping & stenciling
114 letter.

115

116 **New Business**

Clubhouse

Rental

Reimbursement

117 The Board of Directors discussed the issue that the homeowner of 4660 Larwin
118 Avenue should be reimbursed for the clubhouse rental fee, which amount is twenty
119 dollars (\$20.00), as a result of the misunderstanding that occurred while renting the
120 clubhouse#2 for a family event on May 26, 2011. Following review and discussion, it
121 was the general consent of the Board of Directors that the need for immediate action
122 exists because A.) there is a need to take immediate action and B.) the need came to
123 the attention of the Board after the Agenda was posted. Therefore, the Board has
124 agreed, by general consent, to approve the reimbursement.

125

126 **Adjournment**

Adjournment

127 There being no further business to come before the Board in General Session, a
128 motion was made my Don Moreau, and seconded by John Russell to adjourn the
129 meeting at 9:00 P.M. The motion carried unanimously.

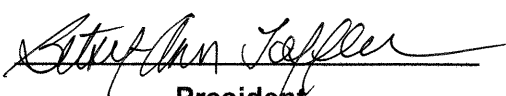
130

131 **Attest**


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134



President



Secretary