

**Cypress Home Owners Association
Board of Directors Meeting Minutes
August 27, 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 August 27, 2015, Clubhouse #2, Cypress, California. John Russell, President, called
4 the meeting to order at 6:46 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 Six (6) Homeowners

18
19 **Executive Session Meeting Topics**

20 In accordance with California Civil Code Section 4935(e), the Board notes that the
21 following topics were discussed during an Executive Session Meeting held on August
22 27, 2015:

- 24 1. Approval of the Executive Session Minutes from July 23, 2015
- 25 2. Review of Non Compliance Correspondence
- 26 3. Review of The Judge Law Firm Correspondence
- 27 4. Review of Cane, Walker and Harkins, LLP Correspondence
- 28 5. Review of Current Customer History

29
30 The foregoing Resolution is executed pursuant to the general consent of the Board of
31 Directors.

Executive Session
Meeting Topics

32 **Minutes**

33 The Board of Directors reviewed the Minutes from the Board of Directors Meeting
34 held on July 23, 2015. Following review and discussion, the Board agreed, by general
35 consent to approve the Minutes as presented.

Minutes

36

37 **Board Actions**

38 The Board of Directors reviewed an Architectural Application submitted by Goins,
39 4781 Larwin Avenue, regarding the installation of a patio fence. Following review
40 and discussion, Judith Fischer made a motion to approve the architectural
41 application as submitted. Tamara Honegan seconded the motion. The motion
42 passed unanimously.

4781 Larwin
Avenue

43

44 The Board of Directors reviewed an Architectural Application submitted by Lee,
45 4759 Larwin Avenue, regarding one (1) restroom remodel and one (1) restroom
46 addition. Following review and discussion, Maria Delvaux made a motion to
47 approve the architectural application as submitted. Tamara Honegan seconded the
48 motion. The motion passed unanimously.

4759 Larwin
Avenue

49

50 The Board of Directors reviewed a proposal submitted by Prendiville Insurance
51 Agency regarding earthquake insurance renewal for 2015-2016. Following review
52 and discussion, Maria Delvaux made a motion to approve the insurance renewal
53 proposal at a cost of ninety two thousand five hundred twenty-four dollars and fifty-
54 eight cents (\$92,524.58). Funds to be paid in full from Operating account. Judith
55 Fischer seconded the motion. The motion passed unanimously.

Earthquake
Insurance
Renewal

56

57 The Board of Directors reviewed a proposal submitted by Antis Roofing and
58 Waterproofing, Inc., for the roof leak repair in the utility closet at 4681 Larwin
59 Avenue. Following review and discussion, Judith Fischer made a motion to approve
60 the proposal at a cost of one thousand eighty-two dollars (\$1,782.00). Maria
61 Delvaux seconded the motion. The motion passed unanimously.

4681 Larwin
Avenue

62

63 The Board of Directors reviewed a proposal submitted by MCC Construction and
64 Restoration regarding the following options: Option #1-installation of wrought iron
65 on top of the pump room at pool #2 at a cost of one thousand ninety-five dollars
66 (\$1,095.00) and Option #2-installation of new wrought iron around the gas meter at
67 pool #2 at a cost of seven hundred eighty-five dollars (\$785.00). Following review
68 and discussion, Maria Delvaux made a motion to approve Option #1 to install

MCC Construction
and Restoration
Proposal

69 wrought iron on top of the pump room at pool #2 and to deny Option #2. Tamara
70 Honegan seconded the motion. The motion passed unanimously.
71
72 The Board of Directors reviewed a proposal submitted by The Fencing Pro, Inc.,
73 regarding the relocation of the existing wood fence at a cost of five hundred fifty
74 dollars (\$550.00). Following review and discussion, Tamara Honegan made a
75 motion to approve the proposal as submitted. Maria Delvaux seconded the motion.
76 The motion passed unanimously.
77
78 The Board of Directors reviewed a proposal submitted by several vendors regarding
79 Inspectors of Election. Following review and discussion, the Board agreed, by
80 general consent to deny the proposals as submitted and solicit homeowners to act
81 as Inspectors of Election.
82
83 The Board of Directors reviewed proposals submitted by several vendors regarding
84 wood fence staining in alley 13. Following review and discussion, Maria Delvaux
85 made a motion to approve the proposal submitted by Humburg and Associates, Inc.
86 at a cost of two thousand four hundred sixteen dollars (\$2,416.00). Tamara
87 Honegan seconded the motion. The motion passed unanimously.
88
89 The Board of Directors reviewed proposals submitted by several vendors regarding
90 the repainting of the trash enclosure gates and benches. Following review and
91 discussion, the Board agreed, by general consent to table further discussion to the
92 September meeting. The Board agreed to walk the community to inspect the trash
93 enclosures and benches and determine the scope of work per enclosure and bench.
94
95 The Board of Directors reviewed proposals submitted by Accurate Termite Control
96 and Newport Exterminating regarding termite damage wood repair at 4658 Larwin
97 Avenue. No action was required.
98
99 The Board of Directors reviewed Lien Authorization Consent Calendar for account
100 numbers 14578-01 and 14767-01. Following review and discussion, Judith Fischer
101 made a motion to approve the consent calendar for account number 14578-01 and
102 deny the consent calendar for account number 14767-01 as the account is current.
103 John Russell seconded the motion. The motion passed unanimously.
104
105 The Board of Directors reviewed a Bank Transaction Resolution submitted by
106 Management. No action was required.

Wood Fence
Proposal

Inspector of
Election Proposal

Wood Fence
Staining Proposals

Trash Enclosure
and Bench
Repainting
Proposals

Termite Damage
Proposals

Consent Calendar

Bank Transaction
Resolution

107 The Board of Directors reviewed a Memorandum submitted by Management
108 regarding the revision of the Rules and Regulations. Following review and discussion,
109 the Board agreed by general consent to table to the September meeting.

Rules and
Regulations
Revision

111 The Board of Directors reviewed the draft Request for Candidate notice submitted by
112 Management. Following review and discussion, the Board agreed, by general consent
113 to approve the Request for Candidate notice as submitted.

Draft Request for
Candidate

115 The Board of Directors reviewed an automatic payment enrollment form submitted by
116 Valley Vista Services. The Board reviewed and signed the enrollment form.

Valley Vista
Services

118 The Board of Directors reviewed correspondence submitted by ServPro regarding
119 interior water damages and mold at 4804 Larwin Avenue. The homeowners attended
120 the meeting to discuss this matter with the Board. Following review and discussion,
121 the Board agreed, by general consent to contact Prendiville Insurance Agency to
122 inquire about a possible claim. In addition, Management was directed to follow up with
123 CPR Construction for the status of exterior stucco repair.

4804 Larwin
Avenue

125 The Board of Directors reviewed the financial statement for the period ending
126 July 31, 2015. Following review and discussion, Judith Fischer made a motion to
127 accept the financial statements subject to audit. Tamara Honegan seconded the
128 motion. The motion passed unanimously.

Financials

130 **Open Forum**

131 The following topics were discussed in Open Forum:

Open Forum

- 132 1. Special Assessment for fumigation
- 133 2. Retyping of Governing Documents
- 134 3. Address Sign Installation

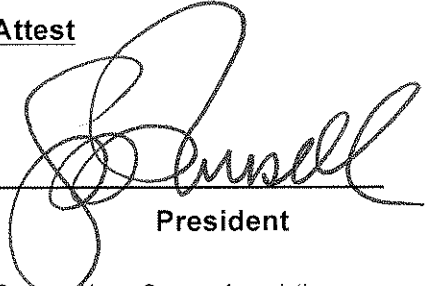
136 **Adjournment**

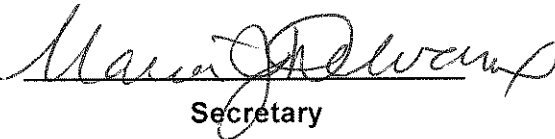
137 There being no further business to come before the Board of Directors, the Board
138 agreed by general consent to adjourn the Meeting at 8:35 p.m.

Adjournment

140 **Attest**

Attest

141 
142
143
144 **President**


Secretary