

Cypress Home Owners Association
Board of Directors Meeting Minutes
May 26, 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 Thursday, May
3 26, 2016, Clubhouse #2, Cypress, California. John Russell, President, called the
4 meeting to order at 7:16 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, Director at Large

10
11 **Directors Absent**

12 None

13
14 **Also Attending**

15 Dianna Campellone, Accell Property Management, Inc.
16 Two (2) Homeowners

17
18 **Executive Session Meeting Topics**

19 In accordance with California Civil Code Section 4935(e), the Board of Directors notes
20 that the following topics were discussed during an Executive Session Meeting held on
21 May 26, 2016:

Executive Session
Meeting Topics

- 22
- 23 1. Approval of the Executive Session Minutes from April 28, 2016
 - 24 2. Review of Show Cause Hearings for Non Compliance Matters
 - 25 3. Review of Homeowner Correspondence regarding Non-Compliance
26 Matter
 - 27 4. Review of Statement of Account Preliminary to Levying of Lien for
28 Account Number A174000147401
 - 29 5. Review of Accell Property Management, Inc. Correspondence regarding
30 Returned Check for Stop Payment
 - 31 6. Review of The Judge Law Firm Correspondence
 - 32 7. Review of Cane, Walker and Harkins, LLP Correspondence

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

36	<u>Minutes</u>	
37	The Board of Directors reviewed the Minutes from the Board of Directors Meeting held	Minutes
38	on April 28, 2016. Following review and discussion, <u>Maria Delvaux made a motion to</u>	
39	<u>approve the Minutes as presented. Jean Redfearn seconded the motion. The motion</u>	
40	<u>passed unanimously.</u>	
41		
42	<u>Board Actions</u>	
43	The Board of Directors reviewed an Architectural application submitted by Dy, 4747	4747 Larwin
44	Larwin Avenue regarding window replacement. Following review and discussion,	Avenue
45	<u>Maria Delvaux made a motion to approve the Architectural application as submitted.</u>	
46	<u>Jean Redfearn seconded the motion. The motion passed unanimously.</u>	
47		
48	The Board of Directors reviewed an Architectural application submitted by Sawataki,	4803 Larwin
49	4803 Larwin Avenue regarding patio fence replacement. Following review and	Avenue
50	discussion, <u>Maria Delvaux made a motion to approve the Architectural Application as</u>	
51	<u>submitted. John Russell seconded the motion. The motion passed unanimously.</u>	
52		
53	The Board of Directors reviewed a Lien Authorization Consent Calendar for account	Account Number
54	number 14704-01. Following review and discussion, <u>the Board agreed, by general</u>	14704-01
55	<u>consent to send a Treasurer's letter to the homeowner recommending a payment plan.</u>	
56		
57	The Board of Directors reviewed the annual insurance review form and Board	Insurance
58	Resolution submitted by Management. Following review and discussion, <u>Maria</u>	Renewal
59	<u>Delvaux made a motion to remain with the current insurance agent/carrier, Prendiville</u>	
60	<u>Insurance Agency and payment to be made in full using Operating Funds. Jean</u>	
61	<u>Redfearn seconded the motion. The motion passed unanimously.</u>	
62		
63	<u>Financial Actions</u>	
64	The Board of Directors reviewed the Audit Draft for the year ended December 31,	2015 Audit Draft
65	2015 submitted by VanDerPol and Company. Following review and discussion, <u>Jean</u>	
66	<u>Redfearn made a motion to approve the Audit Draft as presented. Maria Delvaux</u>	
67	<u>seconded the motion. The motion passed unanimously.</u>	
68		
69	The Board of Directors reviewed a Bank Transaction Resolution submitted by	Bank Transaction
70	Management. Following review and discussion, <u>the Board agreed, by general consent</u>	Resolution
71	<u>to table to the June meeting. Management was directed to obtain professional financial</u>	
72	<u>guidance regarding FDIC insurance and current funds at Morgan Stanley.</u>	

73 **Maintenance and Service Proposals**

74 The Board of Directors reviewed carport concrete replacement proposals at 4773
75 Larwin Avenue submitted by various vendors. Following review and discussion, Maria
76 Delvaux made a motion to approve the proposal submitted by MCC Restoration and
77 Construction, at a cost of eleven thousand eight hundred ninety-five dollars
78 (\$11,895.00) contingent upon the vendor approving a multi-proposal discount. Jean
79 Redfearn seconded the motion. The motion passed unanimously. Management was
80 directed to table the proposals to the June agenda for additional review and discussion
81 if the vendor denies a discount.

Carport Concrete
Proposals

82
83 The Board of Directors reviewed pool #1 gate and fencing modification proposals
84 submitted by various vendors. Following review and discussion, Maria Delvaux made
85 a motion to approve the proposal submitted by MCC Restoration and Construction, at
86 a cost of two thousand nine hundred fifty dollars (\$2,950.00) contingent upon the
87 vendor approving a multi-proposal discount. Jean Redfearn seconded the motion.
88 The motion passed unanimously. Management was directed to table the proposals to
89 the June agenda for additional review and discussion if the vendor denies a discount.

Pool #1 Gate
Proposals

90
91 The Board of Directors reviewed common area fencing replacement proposals at 4773
92 Larwin Avenue submitted by various vendors. Following review and discussion, Maria
93 Delvaux made a motion to approve the proposal submitted by MCC Restoration and
94 Construction, at a cost of two thousand one hundred ninety-six dollars and seventy-
95 nine cents (\$2,196.79) contingent upon the vendor approving a multi-proposal
96 discount. Jean Redfearn seconded the motion. The motion passed unanimously.
97 Management was directed to table the proposals to the June agenda for additional
98 review and discussion if the vendor denies a discount.

Wood Fencing
Proposals

99
100 The Board of Directors reviewed concrete replacement proposals at 4551 Larwin
101 Avenue submitted by various vendors. Following review and discussion, Maria
102 Delvaux made a motion to approve the proposal submitted by MCC Restoration and
103 Construction, at a cost of one thousand seven hundred ninety-five dollars (\$1,795.00)
104 contingent upon the vendor approving a multi-proposal discount. Jean Redfearn
105 seconded the motion. The motion passed unanimously. Management was directed to
106 table the proposals to the June agenda for additional review and discussion if the
107 vendor denies a discount.

4551 Larwin
Avenue

<p>108 The Board of Directors reviewed a wader #2 re-plaster proposal submitted by Alan 109 Smith Pools. Following review and discussion, <u>the Board agreed, by general consent</u> 110 <u>to table to the June meeting.</u> 111</p> <p>112 The Board of Directors reviewed a summer pool security proposal submitted by Patrol 113 One. Following review and discussion, <u>the Board agreed, by general consent to deny</u> 114 <u>the proposal.</u> 115</p> <p>116 The Board of Directors reviewed a Memorandum submitted by Management regarding 117 roof inspection and maintenance discussion. Following review and discussion, <u>the</u> 118 <u>Board agreed, by general consent to table until further notice.</u> 119</p> <p>120 The Board of Directors reviewed a Memorandum submitted by Management 121 regarding the Annual Review of the Association's Rules and Regulations and 122 Architectural Guidelines. Following review and discussion, <u>the Board agreed, by</u> 123 <u>general consent to approve the Association's Rules and Regulations and Architectural</u> 124 <u>Guidelines for annual membership distribution.</u> 125</p> <p>126 The Board of Directors reviewed correspondence submitted by Toby Spencer, 127 Accurate Termite and Pest Control regarding the tentative termite tenting schedule. 128 No further action is required 129</p> <p>130 <u>Financials</u></p> <p>131 The Board of Directors reviewed the Financial Statements for the periods ending 132 January 31, 2016, February 29, 2016, March 31, 2016, and April 30, 2016. Following 133 review and discussion, <u>John Russell made a motion to approve the financials, subject</u> 134 <u>to annual audit review. Maria Delvaux seconded the motion. The motion passed</u> 135 <u>unanimously.</u> 136</p> <p>137 <u>Open Forum</u></p> <p>138 In accordance with State Statute, the homeowners present are given an opportunity 139 to address the Board of Directors. There were three (3) homeowners present. The 140 following topics were discussed in Open Forum: 141 1. Noise nuisance 142 2. Termite tenting update 143 3. Pool key distribution 144</p>	<p>Wader #2 Re-Plaster Proposal</p> <p>Patrol One Proposal</p> <p>Roof Inspection Discussion</p> <p>Rules & Regulations/ Architectural Guidelines</p> <p>Fumigation Schedule</p> <p>Financials</p> <p>Open Forum</p>
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145 **Adjournment**

146 There being no further business to come before the Board of Directors, the Board
147 agreed, by general consent to adjourn the Meeting at 9:35 p.m.

Adjournment

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149 **Attest**

Attest

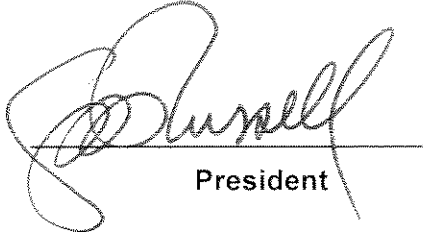
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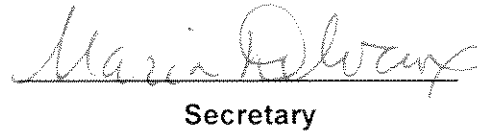
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President



Secretary