

**Cypress Home Owners Association
Board of Directors Meeting Minutes
November 29, 2018**

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 November 29, 2018, Clubhouse #2, Cypress, California. John Russell, President,
4 called the meeting to order at 7:24 p.m., with a quorum of Directors present.

5
6 **Directors Present**

7 John Russell, President
8 Jack Nance, Vice President
9 Deanna Borodayko, Secretary
10 Jean Redfearn, Treasurer

11
12 **Directors Absent**

13 None

14
15 **Also Attending**

16 Dianna Campellone, Accell Property Management, Inc.
17 Three (3) 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 29, 2018:

**Executive Session
Meeting Topics**

- 23
24 1. Approval of the Executive Session Minutes from October 18, 2018
25 2. Reviewed Show Cause Hearing
26 3. Reviewed Homeowner Correspondence
27 4. Reviewed Request for Reimbursement
28 5. Reviewed Statement of Account Preliminary to Levying of Lien
29 6. Reviewed Order of Discharge
30 7. Reviewed The Judge Law Firm Correspondence
31 8. Reviewed Cane, Walker and Harkins LLP Correspondence
32 9. Reviewed Orange County Superior Court Correspondence

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

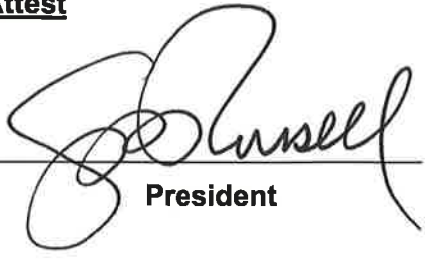
36	<u>Minutes</u>	
37	The Board of Directors reviewed the Minutes from the Board of Directors Meeting held	Minutes
38	on October 18, 2018. Following review and discussion, <u>the Board agreed, by general</u>	
39	<u>consent, to approve the Minutes as submitted.</u>	
40		
41	<u>Architectural Matters</u>	
42	The Board of Directors reviewed an Architectural Application submitted by Lueders,	4590 Larwin
43	4590 Larwin Avenue, regarding the installation of a patio cover, solar panels and	Avenue
44	vehicle charging station. Following review and discussion, <u>Jean Redfearn made a</u>	
45	<u>motion to approve the Architectural Application subject to the legal guidelines provided</u>	
46	<u>by David Cane of Cane, Walker and Harkins LLP. Jack Nance seconded the motion.</u>	
47	<u>The motion passed unanimously.</u>	
48		
49	<u>Committee Reports</u>	
50	The Board of Directors reviewed a Memorandum submitted by Management	Premier
51	regarding the attendance of Paul Ignatowski of Premier Commercial Painting at the	Commercial
52	Meeting to discuss the community wide painting project. The discussion did not take	Painting
53	place as Mr. Ignatowski did not attend the Meeting.	Discussion
54		
55	<u>Consent Calendars & Resolutions</u>	
56	The Board of Directors reviewed a Lien Authorization Consent Calendar for account	Account Number
57	number 14634-02. Following review and discussion, <u>the Board agreed, by general</u>	14634-02
58	<u>consent, to deny the Consent Calendar as the homeowner has an approved payment</u>	
59	<u>plan.</u>	
60		
61	The Board of Directors reviewed a Lien Authorization Consent Calendar for account	Account Number
62	number 14710-01. Following review and discussion, <u>Jean Redfearn made a motion to</u>	14710-01
63	<u>approve the Consent Calendar as submitted. Jack Nance seconded the motion. The</u>	
64	<u>motion passed unanimously.</u>	
65		
66	<u>Financial Action</u>	
67	The Board of Directors reviewed a Bank Interest Rate Schedule submitted by	Bank Interest
68	Management. No Board action was taken.	Rate Schedule
69		
70	The Board of Directors reviewed a Bank Transaction Resolution submitted by	Bank Transaction
71	Management. No Board action was taken.	Resolution
72		
73	<u>Maintenance and Service Proposals</u>	
74	The Board of Directors reviewed a Change Order to Original Contract submitted by	Premier

75	Premier Commercial Painting for wood replacements at various locations in the	Commercial
76	community at a cost of six thousand four hundred fifty dollars (\$6,450.00). Following	Painting
77	review and discussion, <u>the Board agreed, by general consent, to table the Change</u>	Change Order
78	<u>order to the January 2019 Meeting.</u>	
79		
80	The Board of Directors reviewed a proposal submitted by Sterling Cleaning and	Sterling Cleaning
81	Maintenance to power wash nineteen (19) trash areas, at a cost of two hundred	and Maintenance
82	ninety-five dollars (\$295.00). Following review and discussion, <u>Jean Redfearn made a</u>	Proposal
83	<u>motion to approve the proposal as submitted. Jack Nance seconded the motion. The</u>	
84	<u>motion passed unanimously.</u>	
85		
86	The Board of Directors reviewed a proposal submitted by Sterling Cleaning and	Sterling Cleaning
87	Maintenance to dust five hundred twenty (520) carports at a cost of one thousand	and Maintenance
88	four hundred ninety-five dollars (\$1,495.00). Following review and discussion, <u>Jean</u>	Proposal
89	<u>Redfearn made a motion to approve the proposal as submitted. Jack Nance seconded</u>	
90	<u>the motion. The motion passed unanimously.</u>	
91		
92	The Board of Directors reviewed a revised proposal for trash enclosure cleaning	Strategic
93	submitted by Strategic Sanitation Services at a cost of one thousand three hundred	Sanitation
94	sixty-eight dollars (\$1,368.00) per month. Following review and discussion, <u>Jean</u>	Services
95	<u>Redfearn made a motion to approve the proposal as submitted. Jack Nance seconded</u>	Proposal
96	<u>the motion. The motion passed unanimously.</u>	
97		
98	The Board of Directors reviewed a proposal for roof replacement at 4590-4600 Larwin	Antis Roofing
99	Avenue building submitted by Antis Roofing and Waterproofing at a cost of fifty-four	and Waterproofing
100	thousand eight hundred six dollars (\$54,806.00). Following review and discussion,	Proposal
101	<u>the Board agreed, by general consent to table to the January 2019 Meeting and obtain</u>	
102	<u>an estimate for FiberTite roofing material from McCormack Roofing.</u>	
103		
104	<u>Administrative & Operating Requests and Actions</u>	
105	The Board of Directors reviewed the 2019 Project Calendar. Following review and	Project Calendar
106	discussion, <u>the Board agreed, by general consent, to add "Light Timer Adjustments" to</u>	
107	<u>the last week of March and first week of November.</u>	
108		
109	The Board of Directors reviewed the Communication Worksheet submitted by	Communication
110	Management. No Board action was taken.	Worksheet
111		
112	The Board of Directors reviewed a Memorandum submitted by Management	Clubhouse
113	regarding Miguel Hinojosa's, 4818 Larwin Avenue, interest in volunteering as the new	Management

114	Clubhouse Manager. Mr. Hinojosa attended the Meeting to discuss the Clubhouse	Discussion
115	Manager position with the Board of Directors. Following review and discussion, <u>the</u>	
116	<u>Board agreed, by general consent, to appoint Mr. Hinojosa to the Clubhouse Manager</u>	
117	<u>opening effective January 1, 2019.</u>	
118		
119	The Board of Directors reviewed a Memorandum submitted by Management	Clubhouse Rental
120	regarding Clubhouse Rental Fee Increase Discussion. Following review and	Fee Increase
121	discussion, <u>the Board agreed, by general consent, to table to the April 2019 Meeting.</u>	Discussion
122		
123	The Board of Directors reviewed a Memorandum submitted by Management	Back Patio Tree
124	regarding Back Patio Tree Height Discussion. Following review and discussion,	Height Discussion
125	<u>the Board agreed, by general consent, to table to the April 2019 Meeting.</u>	
126		
127	<u>Financials</u>	
128	The Board of Directors reviewed the Financial Statement for the period ending	Financials
129	October 31, 2018. Following review and discussion, <u>Deanna Borodayko made a</u>	
130	<u>motion to approve the Financial Statements, subject to annual audit review. Jean</u>	
131	<u>Redfearn seconded the motion. The motion passed unanimously.</u>	
132		
133	The Board of Directors reviewed a Certificate of Deposit Account Registry Service	CDARS
134	Customer Request for Account Placement form submitted by City National Bank.	
135	Following review and discussion, <u>Deanna Borodayko made a motion to roll the Bremer</u>	
136	<u>Bank, N.A. CD maturing on January 31, 2019, to a six (6) month CD. Jean Redfearn</u>	
137	<u>seconded the motion. The motion passed unanimously.</u>	
138		
139	The Board of Directors reviewed a Certificate of Deposit Account Registry Service	CDARS
140	Customer Request for Account Placement form submitted by City National Bank.	
141	Following review and discussion, <u>Deanna Borodayko made a motion to roll the John</u>	
142	<u>Marshall Bank CD maturing on January 31, 2019, to a six (6) month CD. Jean</u>	
143	<u>Redfearn seconded the motion. The motion passed unanimously.</u>	
144		
145	<u>Open Forum</u>	
146	In accordance with State Statute, the homeowners present are given an opportunity to	Open Forum
147	address the Board of Directors. There were three (3) Homeowners in attendance to	
148	discuss the following: Architectural Application status.	
149		
150	<u>Adjournment</u>	
151	There being no further business to come before the Board of Directors, <u>the Board</u>	Adjournment
152	<u>agreed, by general consent to adjourn the Meeting at 8:55 p.m.</u>	

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156
157

Attest



President

Attest



Secretary