

CYPRESS HOME OWNERS ASSOCIATION
Board of Directors Meeting
Wednesday, March 26,2020 | Conference Call
General Session Minutes

1. CALL TO ORDER

The General Session meeting of the Cypress Home Owners Association Board of Directors was called to order at 6:51PM by J. Russell. In accordance with California Civil Code, the agenda was posted at least four days prior to the meeting.

DIRECTORS PRESENT

John Russell, President
Jack Nance, Vice President
Jean Redfearn, Treasurer
Deanna Borodayko, Secretary
Maria Delvaux, Member at Large

DIRECTORS ABSENT

None

ASSOCIA-PCM

Katy How, VP of community managers
Vivian Amin, Community Manger

OWNERS PRESENT

None

EXECUTIVE SESSION DISCLOSURE

An Executive Session Meeting was held immediately preceding this General Session, where the Board of Directors discussed some, or all, of the items related to the following: (1) litigation or potential litigation; (2) matters relating to the formation of contracts with third parties; (3) member discipline; (4) member delinquency, including payment plan requests; (5) personnel matters; and/or (6) approval of Executive Session minutes.

2. HOMEOWNER FORUM

None

3. REPORTS

A. General Session Minutes

That the General Session meeting minutes be from February 27, 2019 meeting to be revised and approved as drafted and presented by Associa PCM.

Motion: J. Redfearn

Second: M. Delvaux

Action: motion carried unanimously

4. FINANCIAL REPORTS

5. Financial Report: February 2020

It is Board policy to review the draft financial statements at each General Session Board Meeting. Associa-PCM has prepared and attached the most recent Financial statements for review and acceptance with rejection on items that needs to be corrected and send to the Board.

A. The Board of Directors made a motion that 2019 Reserve funds contribution to be made ASAP. Board has APPROVED February 2020 Financial along with the Reserve funds transfer.

Motion: J. Redfearn

Seconded: J. Russel1

Action: motion carried unanimously

Note: Operating investment GL 4910 the interest rate should indicate to operating not reserve

B. GL 6000 Electric Service is high, management is to check with Edison

C. GL 6025 Water Service, management is to verify and inform the Board

D. CD's 5405 renewal

E. CD renewal #1363, is to be renewed to 26 weeks, same principle amount
Board made a motion to roll over the CD

Motion: J. Redfearn

Second: M. Delvaux

Action: motion carried unanimously

6. NEW BUSINESS

A. Trash Recycle Bin

The Board discussed the proposal provided from Strategic for the trash Recycle Bin lid replacement in amount of \$625.00

The Board made a motion

Motion: M. Delvaux

Second: J. Nance

Third: D. Borodayko

Objected: J. Russel & J. Redfearn

Action: motion carried 3 to 2 votes

B. Koheid – Design Plan

Board APPROVED the proposal for landscape Design Plan in the amount of \$25,000 and construction retainers in the amount of #3,000

Motion: J. Redfearn

Second: M. Delvaux

Action: motion carried unanimously

C. Keith Huff Painting proposal

Board APPROVED the proposals provided from Keith Huff for painting the clubhouse #2 windows trim & baseboard in the amount of \$1,500

Motion: J. Redfearn

Second: M. Delvaux

Action: motion carried unanimously

D. COVID-19 & Late fees

The Board discussed the COVID-19 matter and made a motion to waive late fees and put owners accounts on hold for the next 120 days until this crisis passes.

Motion: J. Russell

Second: J. Redfearn

Action: motion carried unanimously

E. Annual Calendar

Board reviewed the annual calendar and management is to revise the last line in the calendar.

Executive session was Adjourned at 7:52PM to hold a motion and reconvened at 7:55 PM

F. Aquatic Balance

Board APPROVED the proposal provided from Aquatic Balance for pool #1 pump replacement is the amount of \$522.48

Motion: J. Redfearn

Second: M. Delvaux

Action: motion carried unanimously

7. NEXT MEETING & SITE REVIEW

The next Meeting of the Cypress Home Owners Board of Directors is scheduled for April 23, 2020. Executive Session will begin at 6:30 PM and General Session will follow at 7:15 PM.

8. Monthly Walkthrough Inspection

Board agreed to set the monthly Landscape walkthrough on the second Tuesday of each month at 11 AM.

9. **ADJOURNMENT**

There being no further business to come before the board in General Session, the meeting was adjourned at 7:55 PM by J. Russell.

April 23, 2020
Approved Date

Deanna Borodayko
Approval Signature

Deanna Borodayko
Printed Name