

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
July 23, 2009**

1 Upon due notice, given and received, the Cypress Home Owners Association  
2 Board of Directors held their regularly scheduled Board of Directors Meeting  
3 on July 23, 2009 at Clubhouse #2, Cypress, California. The Board President,  
4 Donald Moreau, called the meeting to order at 7:26 p.m. with a quorum of  
5 Directors present.

6

7 **Directors Present**

8 Donald Moreau, President

9 Katie Bryson, Vice President

10 Brenan Cheung, Treasurer

11 Betsy-Ann Toffler, Secretary (retired from the meeting at  
12 approximately 8:35 P.M.)

13

14 **Directors Absent**

15 Judith Fischer, Director at Large

16

17 **Also Attending**

18 Yamy Criblez, Accell Property Management, Inc.

19 Ramona Acosta, Accell Property Management, Inc.

20 Anthony Hernandez, Artistic Maintenance

21 Approximately five (5) Homeowners

22

23 **Executive Session Meeting Topics**

24 In accordance with California Civil Code Section 1363.05, the Board notes that  
25 the following topics were discussed during an Executive Session Meeting held  
26 on July 23, 2009.

27 1. Executive Session Minutes from the May 28, 2009, and  
28 June 25, 2009, Meetings

29 2. Show Cause Hearing

30 3. Assessment Collection Status Report submitted by Cane,  
31 Walker & Harkins LLP.

32 4. Correspondence from The Judge Law Firm

33 5. Custodial Contract with Experience Building Services

Executive Session

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

36

37 **Minutes**

38 The Board of Directors reviewed the Minutes from the June 25, 2009 Board  
39 of Directors Meeting. Following review and discussion, it was the general  
40 consent of the Board of Directors to table the minutes to the next meeting for  
41 further review and corrections. The revised minutes will be presented at the  
42 August meeting.

43

44 **Agenda**

45 The Board of Directors reviewed the current Agenda. Following review, it  
46 was the general consent of the Board of Directors to approve the agenda as  
47 submitted.

48

49 **Artistic Maintenance**

50 Anthony Hernandez of Artistic Maintenance was in attendance to answer  
51 questions and concerns about the landscape maintenance throughout the  
52 community. The Board expressed dissatisfaction with their services and  
53 requested their attention to details and consistency in their services to  
54 community, especially the areas behind the buildings. No proposals were  
55 presented.

56

57 **Board Actions**

58 The Board of Directors reviewed a Special Resolution via Unanimous Written  
59 Consent for the approval of the proposal submitted by Prendiville Insurance  
60 Agency for the Association's insurance renewal. Following review and  
61 discussion, a motion was made by Katie Bryson and seconded by Donald  
62 Moreau to approve the Resolution as amended. The motion carried  
63 unanimously.

64

65 **Financials**

66 The Board of Directors reviewed the audit draft prepared by Schonwit  
67 & Company for the fiscal year ending December 31, 2008. Following review  
68 and discussion, a motion was made by Brenan Cheung and seconded by  
69 Katie Bryson to approve the audit draft as presented. The motion carried  
70 unanimously.

71

Special  
Resolution

Audit Draft

72 The Board of Directors reviewed the financial statements for the periods  
73 ending May 31, 2009, and June 30, 2009. Following review and discussion, a  
74 motion was made by Brenan Cheung and seconded by Don Moreau to accept  
75 the financial statements for the period ending June 30, 2009 subject to audit.  
76 The motion carried unanimously. It was the general consent of the Board of  
77 Directors to table the financial statements for the period ending May 31, 2009,  
78 to the August meeting.

Financials

80 The Board of Directors discussed closing the U.S. Bank operating account and  
81 transferring the monies into the operating account at City National Bank.  
82 Following review and discussion, a motion was made by Brenan Cheung and  
83 seconded by Donald Moreau to close U.S Bank account and transfer the  
84 balance into City National Bank. The motion carried unanimously.

U.S Bank  
Account

85  
86 **Board Actions**

87 The Board of Directors reviewed correspondence submitted by the  
88 Association's attorney, Cane, Walker and Harkins, LLP, regarding the  
89 replacement of roofs in the community. Management advised the Board that  
90 the agreement was submitted to Antis Roofing for their review. There was no  
91 action required of the Board at that time.

Antis  
Roofing  
Contract

92  
93 The Board if Directors discussed the maintenance of the tot lots in the  
94 community. Management reminded the Board that the Association was at  
95 risk of liability, based on the annual inspection conducted in 2008. Following  
96 review and discussion, it was the general consent of the Board of Directors  
97 that action will not be taken at this time. Management was instructed to  
98 follow up on the signs that were to be posted at each playground, and to  
99 continue obtaining repair proposals.

Tot Lots

100  
101 The Board of Directors reviewed proposals for wood repairs and/or  
102 replacement and painting throughout the community. Following  
103 review, it was the unanimous consent of the Board of Directors to table this  
104 item to the August meeting for further review and discussion.

Painting  
Proposals

105  
106 Betsy-Ann Toffler retired from the meeting at 8:35 p.m.  
107  
108  
109

110 The Board of Directors reviewed correspondence from the owner of 4576 4576 Larwin  
111 Larwin requesting a temporary parking variance due to a disability.  
112 Following review and discussion, a motion was made by Don Moreau and  
113 seconded by Katie Bryson to accept the owner's request for a parking  
114 variance. The motion carried unanimously.

115  
116 The Board of Directors reviewed a request from the owner of 4612 Larwin to 4612 Larwin  
117 join the Painting Committee. Following review and discussion, a motion was  
118 made by Donald Moreau and seconded by Katie Bryson to appoint Mrs.  
119 Megan Kaplinsky to the Painting Committee and to close the Committee to  
120 further appointments. The motion carried unanimously.

121

### 122 Architectural Matters

123 The Board of Directors reviewed the Architectural Application submitted by 4612 Larwin 4612 Larwin  
124 4612 Larwin for the installation of a solar powered attic fan on the roof.  
125 Following review, a motion was made by Donald Moreau and seconded  
126 Brenan Cheung to conditionally approve the application, provided that a  
127 written statement from the Association's roofing vendor is received  
128 confirming that the roof warranty will not be voided upon the installation of  
129 the fan. The motion carried 2-0 with Katie Bryson abstaining.

130

131 The Board of Directors reviewed the Architectural Application submitted by 4618 Larwin 4618 Larwin  
132 4618 Larwin for the installation of a white screen door. Following review, a  
133 motion was made by Katie Bryson and seconded Brenan Cheung to approve  
134 the application as presented. The motion carried unanimously.

135

136 The Board of Directors reviewed the Architectural Application submitted by 4618 Larwin 4618 Larwin  
137 4618 Larwin for the installation of white vinyl windows. Following review, a  
138 motion was made by Donald Moreau and seconded Katie Bryson to approve  
139 the application as presented. The motion carried unanimously.

140

141 The Board of Directors reviewed the Architectural Application submitted by 4634 Larwin 4634 Larwin  
142 4634 Larwin for the installation of white vinyl windows. Following review  
143 and discussion, it was the general consent of the Board of Directors to deny  
144 the application as the manufacturer's specifications were not included in the  
145 application. The motion carried unanimously.

146

147

148 **New Business**

149 The Board of Directors reviewed the Lien Authorization Consent Calendar for  
150 Account numbers 114653 and 114603, which requires immediate action to  
151 ensure the Association the ability to secure its debt for the delinquent  
152 assessments. Following review and discussion, a motion was made by  
153 Donald Moreau and seconded by Katie Bryson that the need for immediate  
154 action exists because A.) there is a need to take immediate action and B.) the  
155 need came to the attention of the Board after the Agenda was posted. A  
156 motion was made by Don Moreau and seconded by Katie Bryson to approve  
157 the Consent Calendar for accounts: #114653 and 114603. The motion passed  
158 unanimously.

Consent  
Calendar

160 **Homeowner Open Forum**

161 The following issue was discussed during the Homeowner Open Forum:  
162 Common area landscape maintenance.

Open Forum

164 **Adjournment**

165 There being no further business to come before the Board, it was the general  
166 consent of the Board of Directors to adjourn the meeting at 9:03 p.m.

Adjournment

168 **Attest**

169  
170  
171  
172  
173  
174  
175

\_\_\_\_\_  
**President**

\_\_\_\_\_  
**Secretary**