

**Cypress Home Owners Association
Board of Directors Meeting Minutes
March 25, 2010**

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 March 25, 2010, at Clubhouse #2, Cypress, California. The President of the
4 Board of Directors, Betsy-Ann Toffler, called the meeting to order at 7:34 p.m.
5 with a quorum of Directors present.

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7 **Directors Present**

8 Betsy-Ann Toffler, President

9 Jean Redfearn, Vice President

10 Katie Bryson, Director at Large

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12 **Directors Absent**

13 Brenan Cheung, Treasurer

14 Judith Fischer, Secretary

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16 **Also Attending**

17 Yamy Criblez, Accell Property Management, Inc.

18 Two Homeowners present

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20 **Executive Session Meeting Topics**

21 In accordance with California Civil Code Section 1363.05, the Board notes that
22 the following topics were discussed during an Executive Session Meeting held
23 on March 25, 2010.

Executive Session

24

- 25 1. Approval of the Executive Session Minutes from February 25, 2010
- 26 2. Show Cause Hearing
- 27 3. Statements of Account Preliminary to Levying of Liens
28 for account numbers 114711, 114667 and 114629
- 29 4. Approval of Resolution to Foreclose on account# 114766
- 30 5. Homeowner Request for Waiver of Late Fee
- 31 6. Correspondence from The Judge Law Firm
- 32 7. Correspondence from Cane, Walker & Harkins, LLP.
- 33 8. Case History Summary Report submitted by Cane, Walker & Harkins
34 LLP.

35 9. Case History Summary Report submitted by The Judge Law Firm
36 The foregoing resolution is executed pursuant to the general consent of the
37 Board of Directors.

38

39 **Minutes**

40 The Board of Directors reviewed the Minutes from the February 25, 2010
41 Board of Directors Meeting. Following review, a motion was made by Katie
42 Bryson and seconded by Jean Redfearn to approve the minutes as presented.
43 The motion passed unanimously.

Minutes

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45 The Board of Directors reviewed the No Quorum Minutes from the
46 February 25, 2010 Annual Membership Meeting. Following review, a motion
47 was made by Katie Bryson and seconded by Jean Redfearn to approve the
48 minutes as presented. The motion passed unanimously.

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50 The Board of Directors reviewed the Minutes from the February 25, 2010
51 Organizational Meeting. Following review, a motion was made by Katie
52 Bryson and seconded by Jean Redfearn to approve the minutes as presented.
53 The motion passed unanimously.

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55 **Financials**

56 The Board of Directors reviewed the financial statements for the period
57 ending February 28, 2010 . Following discussion, it was the general consent of
58 the Board of Directors to table this matter to the next meeting.

Financials

59

60 **Board Actions**

61 The Board of Directors reviewed a proposal submitted by Total Landscape
62 Maintenance, Inc., for tree trimming in the amount of four thousand,
63 eight hundred, sixty dollars (\$4,860.00). Following review and discussion, a
64 motion was made by Katie Bryson and seconded by Betsy-Ann Toffler to
65 approve the proposal. The motion passed unanimously.

Landscape

Proposal

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67 The Board of Directors reviewed the Lien Authorization Consent Calendar.
68 Following review, a motion was made by Betsy-Ann Toffler and seconded by
69 Katie Bryson to approve the Consent Calendar for account# 114711, 114667
70 and 114629. The motion passed unanimously.

Consent

Calendar

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<p>73 The Board of Directors reviewed a preventive maintenance schedule 74 submitted by Aquatic Balance, Inc. The Board of Directors reviewed the 75 schedule and made corrections. No further action was required at the 76 meeting. 77</p>	<p>Pool Maintenance</p>
<p>78 The Board of Directors reviewed a proposal submitted by Antis 79 Roofing and Waterproofing for roof repairs at 4613 Larwin in the 80 amount of one thousand, one hundred, forty dollars (\$1,140.00). Following 81 review and discussion, <u>a motion was made by Katie Bryson and seconded by</u> 82 <u>Jean Redfearn to approve the proposal. The motion passed unanimously.</u> 83</p>	<p>Roofing Proposal 4613 Larwin</p>
<p>84 The Board of Directors reviewed proposals for sewer line repairs at 4793 85 Larwin. Following review and discussion, <u>a motion was made by Katie</u> 86 <u>Bryson and seconded by Jean Redfearn to approve the proposal submitted by</u> 87 <u>Proserv Plumbing and Drain, in the amount of five thousand, five hundred,</u> 88 <u>ten dollars and twenty-seven cents (\$5,510.27). The motion passed</u> 89 <u>unanimously.</u> 90</p>	<p>Plumbing Repairs 4793 Larwin</p>
<p>91 The Board of Directors reviewed correspondence from the Homeowner of 92 4599 Larwin, regarding interior damage caused by a roof leak. Following 93 review and discussion, <u>it was the general consent of the Board of Directors to</u> 94 <u>approve the Homeowner's request for interior repairs. The Board also agreed</u> 95 <u>to reimburse the homeowner for the cost to replace the ceiling light fixture</u> 96 <u>that was damaged when the leak occurred. The replacement is to be like for</u> 97 <u>like.</u> 98</p>	<p>4599 Larwin</p>
<p>99 <u>Architectural Matters</u></p>	
<p>100 The Board of Directors reviewed an architectural application submitted by 101 the Homeowner of 4683 Larwin for the replacement of the screens and front 102 door. Following review, <u>a motion was made by Betsy-Ann Toffler and</u> 103 <u>seconded by Jean Redfearn to approve the application as presented. The</u> 104 <u>motion passed unanimously.</u> 105</p>	<p>4683 Larwin</p>
<p>106 The Board of Directors reviewed an architectural application submitted by 107 the Homeowner of 4714 Larwin for the replacement of the front door at the 108 residence. Following review, <u>a motion was made by Jean Redfearn and</u> 109 <u>seconded by Katie Bryson to approve the application as presented. The</u> 110 <u>motion passed unanimously.</u></p>	<p>4714 Larwin</p>

111 The Board of Directors reviewed an architectural application submitted by 4614 Larwin
112 the Homeowner of 4614 Larwin for the installation of rain gutters. Following
113 review, a motion was made by Betsy-Ann Toffler and seconded by Jean
114 Redfearn to approve the application as presented. The motion passed
115 unanimously.

116
117 The Board of Directors reviewed an architectural application submitted by 4612 Larwin
118 the Homeowner of 4612 Larwin for the installation of rain gutters. Following
119 review, a motion was made by Katie Bryson and seconded by Jean Redfearn
120 to approve the application as presented. The motion passed unanimously.

121
122 The Board of Directors reviewed an architectural application submitted by 4718 Larwin
123 the Homeowner of 4718 Larwin for the replacement of the front door.
124 Following review, a motion was made by Betsy-Ann Toffler and seconded by
125 Jean Redfearn to approve the application as presented. The motion passed
126 unanimously.

127
128 The Board of Directors reviewed an architectural application submitted by 4715 Larwin
129 the Homeowner of 4715 Larwin for the installation of screen doors. Following
130 review, a motion was made by Betsy-Ann Toffler and seconded by Jean
131 Redfearn to approve the application as presented. The motion passed
132 unanimously.

133
134 The Board of Directors reviewed an architectural application submitted by 4802 Larwin
135 the Homeowner of 4802 Larwin for the installation of fiberglass double doors.
136 Following review, a motion was made by Jean Redfearn and seconded by
137 Katie Bryson to approve the application as presented. The motion passed
138 unanimously.

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140 The Board of Directors reviewed an architectural application submitted by 4832 Larwin
141 the Homeowner of 4832 Larwin for the replacement of the front door.
142 Following review, a motion was made by Betsy-Ann Toffler and seconded by
143 Jean Redfearn to approve the application as presented. The motion passed
144 unanimously.

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149 **New Business**

150 The Board of Directors reviewed a proposal submitted by Collins Builders
151 for the repairs of interior walls and flooring at 4858 Larwin for damage
152 caused by an exterior leak. The proposal was in the amount of nine hundred,
153 twenty-seven dollars (\$927.00). Following review and discussion, it was the
154 general consent of the Board of Directors that the need for immediate action
155 exists because A.) there is a need to take immediate action and B.) the need
156 came to the attention of the Board after the Agenda was posted. A motion
157 was made by Betsy-Ann Toffler and seconded by Katie Bryson to approve the
158 proposal. The motion carried unanimously.

Interior
Repairs
4858 Larwin

160 **Homeowner Open Forum**

161 No items were discussed during Open Forum.

Open Forum

163 **Adjournment**

164 There being no further business to come before the Board, it was the general
165 consent of the Board of Directors to adjourn the meeting at 8:40 p.m.

Adjournment

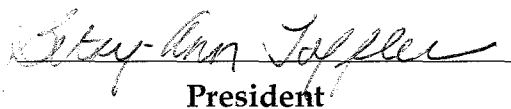
167 **Attest**

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President



Secretary

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