

**Cypress Home Owners Association
Board of Directors Meeting Minutes
January 25, 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 January 25, 2018, Clubhouse #2, Cypress, California. John Russell, President, called
4 the meeting to order at 7:05 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 (arrived 7:27 p.m.)

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 January 25, 2018:

- 23
- 24 1. Approval of the Executive Session Minutes from December 6, 2017
 - 25 2. Review of Correspondence regarding Payment Plan Default
 - 26 3. Review of Cane, Walker and Harkins LLP Correspondence
 - 27 4. Review of The Judge Law Firm Correspondence
 - 28 5. Review of Statement of Account Preliminary to Levying of Lien
 - 29 6. Review of Correspondence regarding Plumbing Repair
- 30

31 The foregoing Resolution is executed pursuant to the general consent of the Board of
32 Directors.

33
34 **Minutes**

35 The Board of Directors reviewed the Minutes from the Board of Directors meeting held

Executive Session
Meeting Topics

Minutes

36 on December 6, 2017. Following review and discussion, Jean Redfearn made a
37 motion to approve the Minutes as amended: Line 90, change "striping" to "stripping,"
38 Line 125, add "and painting," and Line 133, add "sudden." John Russell seconded the
39 motion. The motion passed unanimously.

40

41 Architectural Matters

42 The Board of Directors reviewed an Architectural Application submitted by Fuller, 4641
43 Larwin Avenue, regarding screen door replacement. Following review and discussion,
44 Jean Redfearn made a motion to approve the Architectural Application contingent
45 upon confirming the wood on the screen door will be painted white and comply with the
46 Association's Rules and Regulations. John Russell seconded the motion. The motion
47 passed unanimously.

4641 Larwin
Avenue

48

49 Committee Reports

50 The Board of Directors reviewed correspondence submitted by Premier Commercial
51 Painting, Inc., Board of Directors, Management, and Homeowners regarding various
52 change orders, painting requests and concerns. No Board action was required.

Painting
Committee
Report

53

54 Consent Calendars & Resolutions

55 The Board of Directors reviewed a Lien Authorization Consent Calendar for account
56 14665-02. Following review and discussion, the Board agreed, by general consent,
57 to deny the Consent Calendar as submitted as the account is no longer delinquent.

Account Number
14665-02

58

59 The Board of Directors reviewed a Lien Authorization Consent Calendar for account
60 number 14717-01. Following review and discussion, the Board agreed, by general
61 consent, to deny the Consent Calendar as submitted and send a Treasurers Letter to
62 the Homeowner.

Account Number
14717-01

63

64 The Board of Directors reviewed a Special Resolution of the Board of Directors via
65 Emergency Electronic Meeting on December 14, 2017, regarding mold remediation at
66 4749 Larwin Avenue. No Board action was required.

Resolution
4749 Larwin
Avenue

67

68 The Board of Directors reviewed a Special Resolution of the Board of Directors via
69 Emergency Electronic Meeting on January 10, 2018, regarding a sewer pipe
70 replacement at 4770 Larwin Avenue. No Board action was required.

Resolution
4770 Larwin
Avenue

71

72 Financial Action

73 The Board of Directors reviewed a Memorandum submitted by Management

Liquid Assets

74	regarding a Liquid Assets Discussion. No Board action was taken.	Discussion
75		
76	The Board of Directors reviewed a Bank Transaction Resolution submitted by	Bank Transaction
77	Management. Following review and discussion, <u>Jean Redfearn made a motion to</u>	Resolution
78	move one hundred, twenty-five thousand dollars (\$125,000.00) from Morgan Stanley	
79	to a three (3) month CDARS account, and move one hundred, twenty-five thousand	
80	dollars (\$125,000.00) from Morgan Stanley to a six (6) month CDARS account, by	
81	March 1, 2018. John Russell seconded the motion. The motion passed unanimously.	
82		
83	<u>Maintenance and Service Proposals</u>	
84	The Board of Directors reviewed a proposal submitted by Total Landscape	Total Landscape
85	Maintenance, regarding Spring 2018 trimming and removal of the Podocarpus and	Maintenance
86	Elm Hedge, and Bamboo removal and stump, at a cost of six thousand, five hundred	Proposal
87	dollars (\$6,500.00). Following review and discussion, <u>Jean Redfearn made a motion</u>	
88	<u>to approve the bamboo removal and stump removal, at a cost of two thousand dollars</u>	
89	<u>(\$2,000.00). Deanna Borodayko seconded the motion. The motion passed</u>	
90	<u>unanimously. The Podocarpus and Elm Hedge trimming will be further discussed at</u>	
91	<u>the February landscape walk.</u>	
92		
93	The Board of Directors reviewed a proposal submitted by Strategic Sanitation	Strategic
94	Services, for monthly trash enclosure cleaning, at a cost of nine hundred, seventy-two	Sanitation
95	dollars (\$972.00). Following review and discussion, <u>the Board agreed, by general</u>	Services Proposal
96	<u>consent, to table to the February 2018 meeting.</u>	
97		
98	<u>Administrative & Operating Requests and Actions</u>	
99	The Board of Directors reviewed the 2018 Annual Calendar. No action was required.	2018 Calendar
100		
101	The Board of Directors reviewed a Memorandum submitted by Management regarding	Handyman
102	Board Member, Jack Nance, performing handyman services in the community.	Discussion
103	Following review and discussion, <u>Jean Redfearn made a motion to approve Jack</u>	
104	<u>Nance as one (1) of the Association's Handyman vendors. Work orders not to exceed</u>	
105	<u>five hundred dollars (\$500.00), and work orders will be alternated between Jack Nance</u>	
106	<u>and two (2) other Handyman vendors. Deanna Borodayko seconded the motion. The</u>	
107	<u>motion passed unanimously. Jack Nance abstained from vote.</u>	
108		
109	The Board of Directors reviewed a Memorandum submitted by Management regarding	Senate Bill 407
110	Senate Bill 407. Following review and discussion, <u>the Board agreed, by general</u>	Discussion

111 consent, to table to the February meeting and request the Association's Legal
112 Counsel, David Cane, provide a legal interpretation of the Bill.

113

114 The Board of Directors reviewed a Memorandum submitted by Management regarding
115 a Bench Replacement Discussion. No Board action was taken, however, Jean
116 Redfearn offered to call the bus company about installing a bench on Ball Road near
117 the bus stop.

Bench
Replacement
Discussion

118

119 **Financials**

120 The Board of Directors reviewed the Financial Statement for the period ending
121 November 30, 2017 and December 31, 2017. Following review and discussion, Jean
122 Redfearn made a motion to approve the Financial Statements, subject to annual audit
123 review. Deanna Borodayko seconded the motion. The motion passed unanimously.

Financials

124

125 **Open Forum**

126 In accordance with State Statute, the homeowners present are given an opportunity to
127 address the Board of Directors. There were three (3) Homeowners in attendance.
128 The following topics were discussed in Open Forum: Painting project, sprinkler
129 overspray, irrigation leak, and non working light poles.

Open Forum

130

131 **Adjournment**

132 There being no further business to come before the Board of Directors, the Board
133 agreed, by general consent to adjourn the Meeting at 9:00 p.m.

Adjournment

134

135 **Attest**

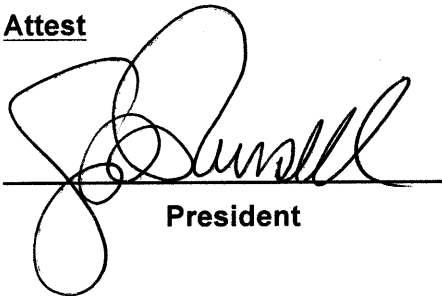
Attest

136

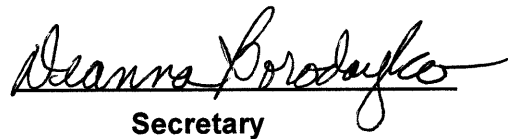
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President



Secretary