

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
January 26, 2012**

1 Upon due notice, given and received, the Cypress Home Owners Association Board  
2 of Directors held their regularly scheduled Board of Directors Meeting on January 26,  
3 2012, Clubhouse #2, Cypress, California. The President of the Board of Directors,  
4 Betsy-Ann Toffler, called the meeting to order at 7:10 p.m. with a quorum of Directors  
5 present.

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7 **Directors Present**

8 Betsy-Ann Toffler, President  
9 Judith Fischer, Treasurer  
10 Donald Moreau, Secretary

11  
12 **Directors Absent**

13 John Russell, Vice President  
14 Vacant, Member at Large

15  
16 **Also Attending**

17 Yamy Criblez, CCAM, Accell Property Management, Inc.  
18 Four (4) Homeowners present

19  
20 **Executive Session Meeting Topics**

21 In accordance with California Civil Code Section 1363.05, the Board notes that the  
22 following topics were discussed during an Executive Session Meeting held on  
23 January 26, 2012:

- 24
- 25 1. Approval of the Executive Session Minutes from December 1, 2011
  - 26 2. Review of Homeowner Correspondence
  - 27 3. Review of Homeowner Payment Plan Agreement
  - 28 4. Review of Correspondence Submitted by The Judge Law Firm
  - 29 5. Review of Collection Status Report submitted by The Judge Law Firm
  - 30 6. Review/Approval of Association Towing Authorization Agreement
  - 31 7. Legal Matters Discussion

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

35 **Minutes**

36 The Board of Directors reviewed the Minutes from the December 1, 2011, Board of  
37 Directors Meeting. Following review and discussion, a motion was made by Don  
38 Moreau and seconded by Betsy-Ann Toffler to approve the Minutes as presented.  
39 The motion carried unanimously.

Minutes

40  
41 **Architectural Matters**

42 The Board of Directors reviewed an architectural application submitted by 4641  
43 Larwin Avenue for the replacement of their wooden fence, per Association approved  
44 fence materials. Following review and discussion, a motion was made by Betsy-Ann  
45 Toffler and seconded by Judith Fischer to approve the application as submitted. The  
46 motion carried unanimously.

4641 Larwin Ave

47  
48 The Board of Directors reviewed an architectural application submitted by 4708  
49 Larwin Avenue for the replacement of their wooden fence, per Association approved  
50 fence materials. Following review and discussion, a motion was made by Betsy-Ann  
51 Toffler and seconded by Judith Fischer to approve the application as submitted. The  
52 motion carried unanimously.

4708 Larwin Ave

53  
54 The Board of Directors reviewed an architectural application submitted by 4620  
55 Larwin Avenue for the replacement of windows. Following review and discussion, a  
56 motion was made by Betsy-Ann Toffler and seconded by Judith Fischer to deny the  
57 application for the following reason; the proposed windows do not appear to be  
58 association approved windows. The Homeowner is to submit a brochure of the  
59 proposed windows when resubmitting the architectural application. The motion  
60 carried unanimously.

4620 Larwin Ave

61  
62 **Committee Reports**

63 The Chairman of the Emergency Preparedness Committee, Robert Kaplinsky,  
64 attended the meeting and provided the Board and Homeowners in attendance with  
65 a progress report on ongoing, as well as upcoming projects. In addition, Mr.  
66 Kaplinsky addressed the following items with the Board:

Emergency  
Preparedness  
Committee

- 67  
68 1) Automatic Shutoff Gas Valves in Pool Areas – a property inspection will be  
69 held on February 10 when the pool vendor and/or a representative from the  
70 Gas Co. will be invited to assist Robert in locating the valves.

71 2) Roster of Homeowners who have not opted out of having their information  
72 shared – The Board of Directors instructed Management to provide this  
73 information to Mr. Kaplinsky in a timely manner.

74

75 3) Reimbursement Request in the amount of two hundred forty seven dollars  
76 and eighty-one cents (\$247.81) for the purchase of a caravan alumaShade  
77 pop-up canopy for the HOA emergency preparedness committee. Following  
78 review and discussion, it the general consent of the Board of Directors to  
79 approve the reimbursement.

80

81 Mrs. Jean Redfearn, Chairman of the Community Service Committee, was in  
82 attendance and addressed the Board regarding the committee's upcoming events.

Community  
Service Com.

83

84 **Consent Calendar**

85 The Board of Directors agreed, by general consent, to table the review/approval of  
86 the Resolution to Approve the Duties, Responsibilities and Authority of the  
87 Association Board President to the February meeting.

Resolution

88

89 **Financials**

90 The Board of Directors reviewed the financial statements for the period ending  
91 November 30, 2011, and December 31, 2011. Following review and discussion, a  
92 motion was made by Judith Fischer and seconded by Don Moreau to approve the  
93 financial statements as presented. The motion passed unanimously.

Financials

94

95 **Board Actions**

96 The Board of Directors agreed, by general consent, to table the review of the  
97 proposals submitted by Antis Roofing and Waterproofing for flat roof replacement for  
98 buildings 4822-4818, 4588-4576; and 4783-4775 Larwin Avenue.

Roofing Proposals

99

100 The Board of Directors reviewed proposals submitted by The Family Plumber and  
101 Proserv Plumbing and Drains for the replacement and installation of water heaters  
102 for the clubhouse/pool restrooms. Following review and discussion, a motion was  
103 made by Don Moreau and seconded by Betsy-Ann Toffler to approve the proposal  
104 submitted by The Family Plumber at a cost not to exceed four thousand nine  
105 hundred forty dollars (\$4,940.00), which includes miscellaneous repairs in the  
106 restrooms. The motion carried unanimously.

Plumbing Proposal:

107

108 The Board of Directors discussed the need to solicit proposals from various lighting

Community

109 consultants that would assess the community as to lighting needs, provide  
110 recommendations on upgrades, as well as provide scope of work and specifications  
111 for bidding purposes.

Lighting

112

113 **Homeowner Open Forum**

114 The following items were discussed during Open Forum: emergency  
115 preparedness, alley/carport lighting, and water heaters for the restrooms.

Open Forum

116

117 **Adjournment**

118 There being no further business to come before the Board, it was the general consent  
119 of the Board of Directors to adjourn the meeting at 8:01 p.m.

Adjournment

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121 **Attest**

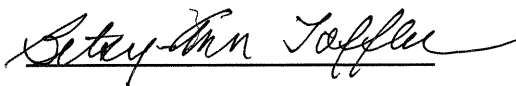
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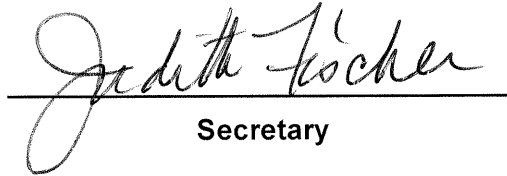
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President



Secretary