

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
January 27, 2011**

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 January 27, 2011, at Clubhouse #2, Cypress, California. The President of the  
4 Board of Directors, Betsy-Ann Toffler, called the meeting to order at 8:00 p.m.  
5 with a quorum of Directors present.

6

7 **Directors Present**

8 Betsy-Ann Toffler, President

9 Judith Fischer, Secretary

10 Brenan Cheung, Treasurer

11 Jean Redfearn, Vice President

12

13 **Directors Absent**

14 None

15

16 **Also Attending**

17 Yamy Criblez, Accell Property Management, Inc.

18 Five (5) Homeowners

19

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 January 27, 2011.

Executive Session

24

25 1. Approval of the Executive Session Minutes from December 2, 2010

26 2. Statements of Account Preliminary to Levying of Liens

27 3. Homeowners' Request for Fine Waiver

28 4. Correspondence from The Judge Law Firm

29 5. Case History Summary Report submitted by The Judge Law Firm

30 6. Legal Matters

31

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

34

35 **Minutes**

36 The Board of Directors reviewed the Minutes from the December 2, 2010  
37 Board of Directors Meeting. Following review, a motion was made by Judith  
38 Fischer and seconded by Betsy-Ann Toffler to approve the minutes as  
39 presented. The motion carried unanimously.

Minutes

40

41 **Committee Reports**

42 Jean Redfearn provided an update on upcoming community events. No  
43 further action is to be taken by the Board of Directors.

44

45 **Financials**

46 The Board of Directors reviewed the financial statements for the periods  
47 ending November 30, 2010 and December 31, 2010. Following review and  
48 discussion, a motion was made by Brenan Cheung and seconded by Betsy-  
49 Ann Toffler to approve the financials statements as presented. The motion  
50 carried unanimously.

Financials

51

52 **Board Actions**

53 The Board of Directors reviewed the Lien Authorization Consent Calendar.  
54 Following review, it was the general consent of the Board of Directors to  
55 proceed with the Lien for account numbers 1474601, 1469301 and 1455901.

Lien  
Authorization  
Consent Calendar

56

57 The Board of Directors reviewed a Resolution to Approve Duties,  
58 Responsibilities and Authorities of the Association President. Following  
59 review, it was the general consent of the Board to table this matter to the next  
60 Board Meeting.

Resolution

61

62 The Board of Directors reviewed two proposals from Arenas Painting. One  
63 Proposal was for the cement step frame outside the carport at 4761 and 4763  
64 Larwin in the amount of four hundred seventy five dollars (\$475.00) and one  
65 for the interior repairs at 4608 Larwin in the amount of one thousand eight  
66 hundred dollars (1,800.00). Following review and discussion, a motion was  
67 made by Betsy-Ann Toffler and seconded by Jean Redfearn to approve the  
68 proposals as presented. The motion carried unanimously.

Arenas  
Painting  
Proposals

69

70 By General Consent, the Board of Directors agreed to table the review of the  
71 proposals for the stenciling and painting of the carport numbers to the next  
72 meeting.

Stenciling  
Proposals

73

<p>74 The Board of Directors reviewed a proposal submitted by Proserv Plumbing  75 for the repairs of the sewer line in front of 4803 Larwin. Following review,  76 and discussion, <u>a motion was made by Betsy-Ann Toffler and seconded by</u>  77 <u>Jean Redfearn to approve the proposal in the amount of five thousand five</u>  78 <u>hundred ten dollars and twenty-seven cents (\$5,510.27). The motion carried</u>  79 <u>unanimously.</u>  80</p>	<p>Sewer Line  Repair Proposals</p>
<p>81 The Board of Directors reviewed a proposal submitted by Antis Roofing and  82 Waterproofing for roofing repairs at 4776 Larwin. Following review and  83 discussion, <u>it was the general consent of the Board of Directors to table this</u>  84 <u>matter to the next Board Meeting.</u>  85</p>	<p>Roof Repairs  4776 Larwin</p>
<p>86 The Board of Directors reviewed a proposal submitted by Antis Roofing and  87 Waterproofing for roofing repairs at 4756 Larwin. Following review and  88 discussion, <u>it was the general consent of the Board of Directors to table this</u>  89 <u>matter to the next Board Meeting.</u>  90</p>	<p>Roof Repairs  4756 Larwin</p>
<p>91 The Board of Directors reviewed a proposal submitted by Antis Roofing and  92 Waterproofing for roofing repairs at 4602 Larwin. Following review and  93 discussion, <u>it was the general consent of the Board of Directors to table this</u>  94 <u>matter to the next Board Meeting, as the Board would like to be provided</u>  95 <u>with a proposal for roof and mansards replacment.</u>  96</p>	<p>Roof Repairs  4602 Larwin</p>
<p>97 The Board of Directors reviewed a proposal submitted by Antis Roofing and  98 Waterproofing for roofing repairs at 4654 Larwin. Following review and  99 discussion, <u>it was the general consent of the Board of Directors to approve</u>  100 <u>the proposal as presented in the amount of two thousand and two hundred</u>  101 <u>and ninety-five dollars (\$2,295.00).</u>  102</p>	<p>Roof Repairs  4654 Larwin</p>
<p>103 The Board of Directors reviewed correspondence submitted by the  104 Homeowner of 4602 Larwin regarding termite infestation at the residence.  105 Following review and discussion, <u>it was the general consent of the Board of</u>  106 <u>Directors to take no further action, as termite treatment is homeowner's</u>  107 <u>responsibility.</u>  108</p>	<p>Homeowner  Correspondence  4602 Larwin</p>
<p>109 The Board of Directors reviewed correspondence submitted by the  110 Homeowner of 4633 Larwin requesting the relocation of the dumpster area  111 behind her residence. Following review and discussion, <u>it was the general</u></p>	<p>4633 Larwin</p>

112 consent of the Board of Directors to inspect the area with the vendor and  
113 table this matter to the next Board Meeting.

114

115 The Board of Directors reviewed correspondence sent by Management to the  
116 resident of 4655 Larwin regarding his notice to vacate the unit by January 31,  
117 2011. No further action was required at the meeting.

4655 Larwin

118

119 The Board of Directors agreed, by general consent, to appoint Amie Chick,  
120 resident of 4770 Larwin Avenue as the Clubhouse Manager.

Clubhouse  
Manager

121

122 By General Consent, the Board of Directors agreed to table the review and  
123 approval of the notice regarding the power washing of common grounds, as  
124 they would like to review / approve it via e-mail.

Power Washing  
Notice

125

126 By General Consent, the Board of Directors agreed to table the following  
127 Agenda items to the March Board Meeting.

Agenda Items

128

- 129 1. Discussion Regarding Delinquent Accounts  
130 2. Vertical Blinds in clubhouses  
131 3. Courtyard Playgrounds

132

133 **Homeowner Open Forum**

134 The following items were discussed during open forum: roof repairs,  
135 and termite treatment.

Open Forum

136

137 **Adjournment**

138 There being no further business to come before the Board, it was the general  
139 consent of the Board of Directors to adjourn the meeting at 9:21 p.m. The  
140 general meeting was reconvened at 9:56 p.m. and adjourned at 9:57 p.m.

Adjournment

141

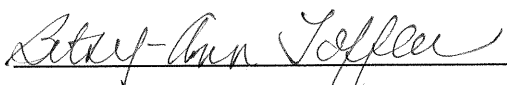
142 **Attest**

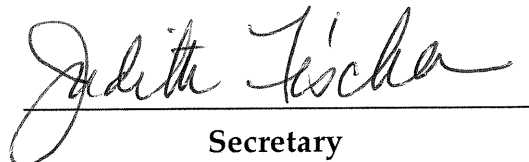
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President

  
Secretary