

**Cypress Home Owners Association
Board of Directors Meeting Minutes
May 27, 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 May 27, 2010, at Clubhouse #2, Cypress, California. The President of the
4 Board of Directors, Betsy-Ann Toffler, called the meeting to order at 7:10 p.m.
5 with a quorum of Directors present.

6
7 **Directors Present**

8 Betsy-Ann Toffler, President
9 Jean Redfearn, Vice President
10 Brenan Cheung, Treasurer (arrived at approximately 7:42 P.M.)
11 Judith Fischer, Secretary
12

13 **Directors Absent**

14 Katie Bryson, Director at Large
15

16 **Also Attending**

17 Yamy Criblez, Accell Property Management, Inc.
18 Five (5) Homeowners present
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 May 27, 2010.
24

Executive Session

- 25 1. Approval of the Executive Session Minutes from April 22, 2010
- 26 2. Show Cause Hearings
- 27 3. Statements of Account Preliminary to Levying of Liens
- 28 4. Homeowners Request for Waiver of Late Fee
- 29 5. Homeowners Correspondence Regarding Non Compliance Matters
- 30 6. Homeowner Correspondence Regarding request for Payment Plan
- 31 7. Correspondence from Cane, Walker & Harkins, LLP.
- 32 8. Case History Summary Report submitted by Cane, Walker & Harkins
33 LLP.
- 34 9. Case History Summary Report submitted by The Judge Law Firm

35 The foregoing Resolution is executed pursuant to the general
36 consent of the Board of Directors.

37

38 **Minutes**

39 The Board of Directors reviewed the Minutes from the April 22, 2010
40 Board of Directors Meeting. Following review, a motion was made by Judith
41 Fischer and seconded by Jean Redfearn to approve the minutes as presented.
42 The motion passed unanimously.

Minutes

43

44 **Architectural Matters**

45 The Board of Directors reviewed an architectural application submitted by
46 the Homeowner of 4508 Larwin for the replacement of the fence and gate.
47 Following review, a motion was made by Judith Fischer and seconded by
48 Betsy-Ann Toffler to approve the application on condition that the patio fence
49 be made of four inch wide redwood, be the same height to match neighboring
50 fences and must be professionally installed. The motion passed
51 unanimously.

4508 Larwin

52

53 The Board of Directors reviewed an architectural application submitted by
54 the Homeowner of 4715 Larwin for the replacement of the fence and gate.
55 Following review, a motion was made by Betsy-Ann Toffler and seconded by
56 Jean Redfearn to approve the application on condition that the patio fence be
57 made of four inch wide Timberwood composte, be the same height to match
58 neighboring fences and must be professionally installed. The motion passed
59 unanimously.

4715 Larwin

60

61 The Board of Directors reviewed an architectural application submitted by
62 the Homeowner of 4518 Larwin for the installation of double screen door.
63 Following review, a motion was made by Betsy-Ann Toffler and seconded by
64 Judith Fisher to approve the application. The motion passed unanimously.

4518 Larwin

65

66 The Board of Directors reviewed an architectural application submitted by
67 the Homeowner of 4608 Larwin for the replacement the backyard fence.
68 Following review, a motion was made by Betsy-Ann Toffler and seconded by
69 Jean Redfearn to approve the application on condition that the patio fence be
70 made of four inch wide redwood, be the same height to match neighboring
71 fences and must be professionally installed. The motion passed
72 unanimously.

4608 Larwin

73	The Board of Directors reviewed an architectural application submitted by	4610 Larwin
74	the Homeowner of 4610 Larwin for the replacement of the patio storage doors	
75	and trim to match current style and design, and paint to match stucco color.	
76	Following review, <u>a motion was made by Jean Redfearn and seconded by</u>	
77	<u>Judith Fischer to approve the application as presented. The motion passed</u>	
78	<u>unanimously.</u>	
79		
80	The Board of Directors reviewed an architectural application submitted by	4756 Larwin
81	the Homeowner of 4756 Larwin for the installation of a satellite dish on the	
82	roof, in a weatherproof fashion to avoid roof damage. Following review, <u>a</u>	
83	<u>motion was made by Betsy-Ann Toffler and seconded by Jean Redfearn to</u>	
84	<u>approve the application as presented. The motion passed unanimously.</u>	
85		
86	The Board of Directors reviewed an architectural application submitted by	4768 Larwin
87	the Homeowner of 4768 Larwin for the installation of a satellite dish on the	
88	roof, in a weatherproof fashion to avoid roof damage. Following review, <u>a</u>	
89	<u>motion was made by Betsy-Ann Toffler and seconded by Jean Redfearn to</u>	
90	<u>approve the application as presented. The motion passed unanimously.</u>	
91		
92	The Board of Directors reviewed an architectural application submitted by	4641 Larwin
93	the Homeowner of 4641 Larwin for the installation of a satellite dish on the	
94	roof, in a weatherproof fashion to avoid roof damage. Following review, <u>a</u>	
95	<u>motion was made by Betsy-Ann Toffler and seconded by Jean Redfearn to</u>	
96	<u>approve the application as presented. The motion passed unanimously.</u>	
97		
98	<u>Financials</u>	
99	The Board of Directors was unable to review the Draft Audit submitted by	Audit Draft
100	Schonwit & Company, therefore, it was tabled to the next meeting.	
101		
102	The Board of Directors reviewed the financial statements for the periods	Financials
103	ending April 30, 2010 . Following discussion, <u>a motion was made by Brenan</u>	
104	<u>Cheung and seconded by Betsy-Ann Toffler to accept the financial</u>	
105	<u>statements. The motion passed unanimously.</u>	

106 **Board Actions**

107 The Board of Directors reviewed the Lien Authorization Consent Calendar.
108 Following review, a motion was made by Betsy-Ann Toffler and seconded by
109 Jean Redfearn to approve the Consent Calendar for accounts #114592 and
110 #114735. The motion passed unanimously.

Consent
Calendar

112 The Board of Directors reviewed a proposal submitted by Total Landscape
113 for the installation of plant material throughout the community. Following
114 review, it was the general consent of the Board of Directors to approve the
115 proposal not to exceed one hundred fifty dollars (\$150.00).

Landscape
Proposal

117 The Board of Directors reviewed a price sheet submitted by Seabreeze Pool
118 and Patio Furniture. Following review, it was the general consent of the
119 Board of Directors to deny the proposal for lack for funds.

Pool
Furniture

121 The Board of Directors reviewed a proposal submitted by Collins Builders
122 for the repairs and painting of the carport roof at 4766 and 4768 Larwin, due
123 to a fire caused by the resident of unit 4766 Larwin when making auto repairs
124 in the carport. Following review and discussion, a motion was made by
125 Betsy-Ann Toffler and seconded by Jean Redfearn to approve the proposal as
126 presented at a cost of nine hundred ninety-seven dollars (\$997.00). The
127 homeowner will be contacted regarding his responsibility for reimbursing the
128 Association for the repairs. The motion passed unanimously.

Carport
Repairs

130 The Board of Directors reviewed a proposal submitted by Proserv Plumbing
131 and Drain, Inc., for the removal of tree roots in the sewer line at unit 4714
132 Larwin. Following review and discussion, a motion was made by Betsy-Ann
133 Toffler and seconded by Jean Redfearn to approve the proposal in the amount
134 of one thousand seven hundred ten dollars and twenty-seven cents
135 (\$1,710.27). The motion passed unanimously.

Plumbing
Proposal

137 The Board of Directors reviewed a proposal submitted by Antis Roofing &
138 Waterproofing for the replacement of the mansards in the community, as
139 well as the replacement of the roof at the clubhouse #2, and building 4670-
140 4682 Larwin. Following review, it was the general consent of the Board of
141 Directors to table these proposals to the next meeting.

Roofing
Proposals

142 The Board of Directors reviewed proposals for the preparation of the 2010
143 Reserve Study. Following review and discussion, a motion was made by
144 Brenan Cheung and seconded by Betsy-Ann Toffler to have a computer
145 update done by Michael J. Ferrara, CPA. The motion passed unanimously.

Reserve
Study
Proposals

146
147 The Board of Directors reviewed a Homeowner's request for reimbursement
148 of plumbing expenses due to tree roots, submitted by the Homeowner of 4799
149 Larwin in the amount of one hundred six dollars (\$106.00). Following review
150 and discussion, a motion was made by Judith Fischer and seconded by Betsy-
151 Ann Toffler to approve the Homeowner's request. The motion passed
152 unanimously.

4799 Larwin
Reimbursement
Request

153
154 **Homeowner Open Forum**

155 The following item was discussed during Open Forum: roof replacement and
156 painting schedules, fence replacement, tree roots and plumbing problems, and
157 unnecessary violation letters.

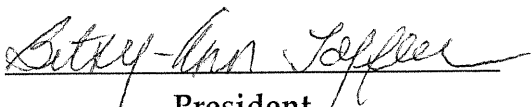
Open Forum

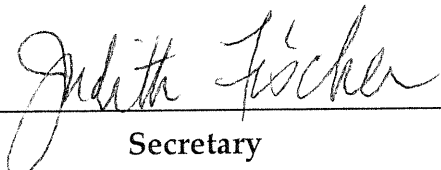
158
159 **Adjournment**

160 There being no further business to come before the Board, it was the general
161 consent of the Board of Directors to adjourn the meeting at 8:46 p.m.

Adjournment

162
163 **Attest**

164
165
166 
167 **President**


Secretary