

**Cypress Home Owners Association
Board of Directors Meeting Minutes
September 24, 2009**

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 September 24, 2009, at Clubhouse #2, Cypress, California. The Board
4 President, Donald Moreau, called the meeting to order at 7:30 p.m. with a
5 quorum of Directors present.

6

7 **Directors Present**

8 Donald Moreau, President

9 Katie Bryson, Vice President

10 Betsy-Ann Toffler, Secretary

11 Brenan Cheung, Treasurer

12 Judith Fischer, Director at Large

13

14 **Directors Absent**

15 None

16

17 **Also Attending**

18 Yamy Criblez, Accell Property Management, Inc.

19 Mimi Kim, Dunn-Edwards Corporation

20 Approximately twenty-six (26) Homeowners

21

22 **Executive Session Meeting Topics**

23 In accordance with California Civil Code Section 1363.05, the Board notes that
24 the following topics were discussed during an Executive Session Meeting held
25 on September 24, 2009

Executive Session

26 1. Executive Session Minutes from the August 27, 2009
27 Meeting

28 2. Homeowner Requests for Payment Plan

29 3. Homeowner Request for Fine Waiver

30 4. Homeowner Request for Late/Collection Fee Waiver

31 5. Assessment Collection Status Report submitted by Cane, Walker &
32 Harkins LLP.

33 6. Correspondence from The Judge Law Firm

- 34 7. Custodial Contract with Experience Building Services
35 8. Statements of Accounts Preliminary to Levying of Liens for account
36 numbers 1147646, 114600, 114693 and 114718.

37
38 The foregoing resolution is executed pursuant to the general consent of the
39 Board of Directors.

41 **Presentation by Dunn Edwards Corporation**

42 Sale representative, Mimi Kim, attended the meeting and presented the Board
43 with the mockups of the different paint schemes that were being proposed
44 by the Painting Committee. Following review and discussion, a motion was
45 made by Don Moreau and seconded by Brenan Cheung to select paint scheme
46 one (1), which consists of Pigeon Grey and Wooden Peg. Judith Fischer
47 opposed. The motion carried 4-1.

Paint
Schemes

48
49 The Board also discussed the painting schedule. Following discussion, a
50 motion was made by Don Moreau and seconded by Brenan Cheung to accept
51 the painting schedule as presented by the Painting Committee. Therefore, the
52 painting will start with the courtyards at both sides of the entrances on
53 Larwin (Denni and Ball). The motion carried unanimously.

Painting
Schedule

54
55 **Minutes**

56 The Board of Directors reviewed the Minutes from the August 27, 2009 Board
57 of Directors Meeting. Following review and discussion, a motion was made
58 by Don Moreau and seconded by Judith Fisher to approve the minutes as
59 amended. Betsy-Ann Toffler abstained, as she was not present at the August
60 meeting. The motion carried 4-0.

Minutes

61
62 **Financials**

63 The Board of Directors reviewed the financial statements for the period
64 ending August 31, 2009, and determined that account 1145761 could be
65 written off as a bad debt. Following discussion, a motion was made by
66 Brenan Cheung and seconded by Don Moreau to write off \$2,658.06 as bad
67 debt. The motion carried unanimously.

Bad Debt
Write Off

68
69
70

71 The Board of Directors reviewed the financial statements for the period
72 ending August 31, 2009. Following review and discussion, a motion was
73 made by Brenan Cheung and seconded by Don Moreau to accept the financial
74 statements as presented. The motion carried unanimously.

Financials

75
76 **Board Actions**

77 The Board of Directors reviewed proposals for the inspection of the tot lots
78 in the community. Following review and discussion, it was the general
79 consent of the Board of Directors to deny the proposals. Management was
80 instructed to solicit proposals for the repair and/or replacement of the
81 equipment based on last year's inspection report.

Playground
Inspection

82
83 The Board of Directors opened discussion regarding the appointment of three
84 Inspectors of Election for the Annual Meeting and Election on January 5,
85 2010. Following discussion, a motion was made by Don Moreau and
86 seconded by Katie Bryson to appoint the following Homeowners as ballot
87 inspectors: Holly George (4585 Larwin), Cara Trumbo (4699 Larwin) and
88 Sandie Edmonson (4717 Larwin). The motion carried unanimously.

Inspector of
Election

89
90 The Board of Directors reviewed the Annual Meeting and Election materials
91 presented by Management. Following review and discussion, a motion was
92 made by Don Moreau and seconded by Betsy-Ann Toffler to approve the
93 annual meeting materials with the inclusion of space for write-in candidates.
94 The motion carried unanimously.

Annual Meeting
Materials

95
96 The Board of Directors reviewed a Resolution to Record Lien submitted by
97 The Judge Law Firm for account #114647. After review, a motion was made
98 by Don Moreau and seconded by Judith Fisher to approve the Resolution to
99 Record Lien. The motion carried unanimously.

Resolution
Record Lien

100
101 **Architectural Matters**

102 The Board of Directors reviewed the architectural application submitted by
103 the homeowner of 4755 Larwin for the replacement of the fence and screen
104 doors. Following review, it was the general consent of the Board of Directors
105 to approve the application contingent to receiving specifications for all screen
106 doors.

4755 Larwin

108 The Board of Directors reviewed the architectural application submitted by
109 the homeowner of 4718 Larwin for window replacement. Following review, it
110 was the general consent of the Board of Directors to approve the application
111 as presented.

112

113 **New Business**

114 The Board of Directors reviewed the Lien Authorization Consent Calendar for
115 Account numbers 1147646, 114600, 114693 and 114718, which requires
116 immediate action to ensure the Association the ability to secure its debt for
117 the delinquent assessments. Following review and discussion, it was the
118 general consent of the Board of Directors that the need for immediate action
119 exists because A.) there is a need to take immediate action and B.) the need
120 came to the attention of the Board after the Agenda was posted. A motion
121 was made by Brenan Cheung and seconded by Don Moreau to approve the
122 Consent Calendar for accounts: 1147646, 114600, 114693 and 114718. The
123 motion carried unanimously.

Consent
Calendar

124

125 **Homeowner Open Forum**

126 The following issues were discussed during the Homeowner Open Forum:
127 Management response to homeowner questions and alerts, termite repairs,
128 patio covers and replacement of doors.

Open Forum

129

130 **Adjournment**

131 There being no further business to come before the Board, it was the general
132 consent of the Board of Directors to adjourn the meeting at 9:05 p.m. to
133 Executive Session to discuss Delinquent Assessment Accounts.

Adjournment

134

135 **Attest**

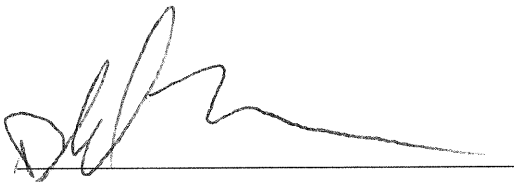
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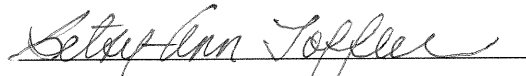
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President



Secretary