

**Cypress Home Owners Association
Board of Directors Meeting Minutes
October 28, 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 October 28, 2010, at Clubhouse #2, Cypress, California. The President of the
4 Board of Directors, Betsy-Ann Toffler, called the meeting to order at 7:05 p.m.
5 with a quorum of Directors present.

6

7 **Directors Present**

8 Betsy-Ann Toffler, President

9 Judith Fischer, Secretary

10 Jean Redfearn, Vice President

11

12 **Directors Absent**

13 Brenan Cheung, Treasurer

14 Katie Bryson, Director at Large

15

16 **Also Attending**

17 Yamy Criblez, Accell Property Management, Inc.

18 Paul and Rich Arenas, Arenas Painting

19 Three (3) Homeowners

20

21 **Executive Session Meeting Topics**

22 In accordance with California Civil Code Section 1363.05, the Board notes that
23 the following topics were discussed during an Executive Session Meeting held
24 on October 28, 2010.

Executive Session

25

- 26 1. Approval of the Executive Session Minutes from September 23,
27 2010
- 28 2. Show Cause Hearings
- 29 3. Statements of Account Preliminary to Levying of Liens
- 30 4. Homeowners' Correspondence Regarding Payment Plan Offers
- 31 5. Correspondence from The Judge Law Firm
- 32 6. Case History Summary Report submitted by The Judge Law Firm
- 33 7. Case History Summary Report submitted by Cane, Walker & Harkins
34 LLP.

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

37

38 **Presentation by Paul Arenas, Arenas Painting**

39 The Board of Directors met with Paul and Rich Arenas, with Arenas
40 Painting, and discussed options regarding the wood replacement of the
41 remaining buildings in the community. In addition, Paul Arenas presented
42 the Board with an all-inclusive proposal for wood replacement. Following
43 review and discussion, it was the general consent of the Board of Directors to
44 deny the all-inclusive proposal, as the Board would like to continue with the
45 repairs on as needed basis.

46

47 **Minutes**

48 The Board of Directors reviewed the Minutes from the September 23, 2010
49 Board of Directors Meeting. Following review, a motion was made by Judith
50 Fischer and seconded by Jean Redfearn to approve the minutes as presented.
51 The motion carried unanimously.

Minutes

52

53 **Architectural Matters**

54 The Board of Directors reviewed an architectural application submitted by
55 the Homeowner of 4651 Larwin Avenue for the replacement of the wood
56 fence. Following review, it was the general consent of the Board of Directors
57 to approve the application as presented.

4651 Larwin
Avenue

58

59 The Board of Directors reviewed an architectural application submitted by
60 the Homeowner of 4633 Larwin Avenue for the replacement of the front door.
61 Following review, it was the general consent of the Board of Directors to
62 approve the application as presented.

4633 Larwin
Avenue

63

64 The Board of Directors reviewed an architectural application submitted by
65 the Homeowner of 4678 Larwin Avenue for the replacement of the patio
66 cover. Following review, it was the general consent of the Board of Directors
67 to approve the application as presented.

4678 Larwin
Avenue

68

69

70

71	The Board of Directors reviewed correspondence submitted by the	4604 Larwin
72	Homeowner of 4604 Larwin Avenue requesting a variance for the current	Avenue
73	front door with sidelights. Following review, <u>it was the general consent of the</u>	
74	<u>Board of Directors to approve the variance.</u>	
75		
76	<u>Committee Reports</u>	
77	Jean Redfearn updated the Board of Directors on pending issues regarding	
78	exterior painting. No further action by the Board of Directors was required at	
79	the meeting.	
80		
81	<u>Board Actions</u>	
82	The Board of Directors reviewed the Lien Authorization Consent Calendar.	Lien
83	Following review, <u>it was the general consent of the Board of Directors to</u>	Authorization
84	<u>table the Lien Authorization Consent Calendar for account numbers 1473701,</u>	Consent Calendar
85	<u>1462901, and 1459201 to the January Meeting.</u>	
86		
87	The Board of Directors reviewed correspondence submitted by Arenas	4711 Larwin
88	Painting regarding the Homeowner of 4711 Larwin Avenue, which is not	Exterior
89	allowing access to their patio; therefore, the walls have not been painted.	Painting
90	Following review and discussion, <u>it was the general consent of the Board of</u>	
91	<u>Directors to have Management send a non-compliance letter to the</u>	
92	<u>Homeowner regarding this matter.</u>	
93		
94	The Board of Directors reviewed a proposal submitted by Proserv Plumbing	Plumbing
95	and Drain for plumbing and drain repairs at 4793 Larwin Avenue, at a cost	Proposal
96	of three thousand seven hundred twenty dollars and twenty seven cents	4793 Larwin
97	(\$3,720.27). Following review and discussion, <u>a motion was made by Betsy-</u>	Avenue
98	<u>Ann Toffler and seconded by Judith Fischer to ratify the` decision to approve</u>	
99	<u>the proposal as presented. The motion carried unanimously.</u>	
100		
101	The Board of Directors reviewed a proposal for the replacement of the water	Wader Pump
102	pump of the wader pool #2 submitted by Aquatic Balance in the amount of	Proposal
103	eight hundred seventy dollars and eighty six cents (\$870.86). Following	
104	review and discussion, <u>a motion was made by Jean Redfearn and seconded</u>	
105	<u>by Betsy-Ann Toffler to approve the proposal as presented. The motion</u>	
106	<u>carried unanimously.</u>	

<p>107 The Board of Directors reviewed proposals for power washing the carports 108 and trash enclosures submitted by four (4) vendors. Following review and 109 discussion, <u>a motion was made by Jean Redfearn and seconded by Judith</u> 110 <u>Fischer to approve the proposal submitted by Action Painting in the amount</u> 111 <u>of three thousand eight hundred dollars (\$3,800.00) to include water supply.</u> 112 <u>The motion carried unanimously.</u> 113</p>	<p>Power Washing Proposals</p>
<p>114 The Board of Directors reviewed proposals for stenciling carport numbers 115 and striping throughout the community submitted by three (3) vendors. 116 Following review and discussion, <u>it was the general consent of the Board of</u> 117 <u>Directors to table this matter to the January Board Meeting.</u> 118</p>	<p>Stenciling Carports Proposals</p>
<p>119 The Board of Directors reviewed correspondence submitted by Antis Roofing 120 and Waterproofing regarding 4802 Larwin Avenue. No further action was 121 required at the meeting. 122</p>	<p>Roofing 4802 Larwin Avenue</p>
<p>123 The Board of Directors reviewed correspondence submitted by Betsy-Ann 124 Toffler regarding the inspection of tot lots in the community. Per the Board's 125 request, no further action is to be taken at this time. 126</p>	<p>Tot Lot Inspection</p>
<p>127 The Board reviewed the revised Delinquent Assessment Reminder Letter 128 allowing Homeowners in arrears fifteen (15) days to either contact the 129 Association with a payment plan offer or submit full payment prior to the 130 Association turning the account to collection. The Board of Directors also 131 discussed a Payment Plan Offer Letter prepared by Brenan Cheung, allowing 132 the Homeowners an additional fifteen (15) days to respond to a payment plan 133 offer by the Board of Directors. Following discussion, <u>it was the general</u> 134 <u>consent of the Board of Directors to have Management sent the Assessment</u> 135 <u>Reminder Letter and Payment Plan Offer Letter to the Homeowners in</u> 136 <u>arrears prior to sending the account to the Association's collection attorney.</u> 137</p>	<p>Assessment Collection Process</p>
<p>138 The Board of Directors reviewed correspondence submitted by the 139 Homeowner of 4519 Larwin Avenue regarding the repair and painting of the 140 exterior stucco due to removal of patio cover. Following review and 141 discussion, <u>it was the general consent of the Board of Directors to have</u> 142 <u>Arenas Painting paint the wall in question at the Association's expense.</u></p>	<p>4519 Larwin Avenue</p>

142 **Financials**

143 The Board of Directors reviewed the financial statements for the period
144 ending September 30, 2010. Following review and discussion, it was the
145 general consent of the Board of Directors to table this matter to the December
146 Board Meeting.

Financials

147
148 The Board of Directors reviewed the 2011 Draft Budget. Following review
149 and discussion, a motion was made by Judith Fischer and seconded by Betsy-
150 Ann Toffler to approve the 2011 Budget as amended. The motion carried
151 unanimously.

2011 Budget

153 **Homeowner Open Forum**

154 The following items were discussed during Open Forum: no items were
155 discussed in Open Forum.

Open Forum

157 **Adjournment**

158 There being no further business to come before the Board, it was the general
159 consent of the Board of Directors to adjourn the meeting at 8:40 p.m.

Adjournment

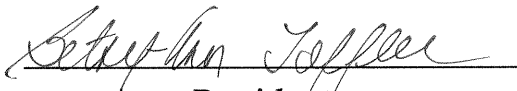
161 **Attest**

162

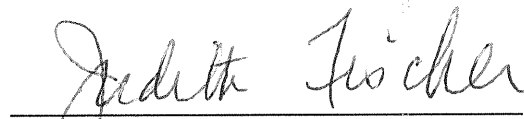
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President



Secretary