

**Cypress Home Owners Association
Board of Directors Meeting Minutes
January 30, 2017**

1 Upon due notice, given and received, the Cypress Home Owners Association Board of
2 Directors held their regularly scheduled Board of Directors Meeting on Monday,
3 January 30, 2017, Clubhouse #2, Cypress, California. John Russell, President, called
4 the meeting to order at 7:15 p.m., with a quorum of Directors present.

5
6 **Directors Present**

7 John Russell, President
8 Maria Delvaux, Secretary
9 Jean Redfearn, Treasurer

10
11 **Directors Absent**

12 None

13
14 **Also Attending**

15 Dianna Campellone, Accell Property Management, Inc.

16
17 **Executive Session Meeting Topics**

18 In accordance with California Civil Code Section 4935(e), the Board of Directors notes
19 that the following topics were discussed during an Executive Session Meeting held on
20 January 30, 2017:

- 21
- 22 1. Approval of the Executive Session Minutes from December 1, 2016
 - 23 2. Review of Fee Waiver Requests
 - 24 3. Review of The Judge Law Firm Correspondence
 - 25 4. Review of Cane, Walker and Harkins, LLP Correspondence
 - 26 5. Review of the Statement of Account Preliminary to Levying of Liens
 - 27 6. Review of Hickey and Associates, P.C. Correspondence
- 28

29 The foregoing Resolution is executed pursuant to the general consent of the Board of
30 Directors.

31
32 **Minutes**

33 The Board of Directors reviewed the Minutes from the Board of Directors Meeting held
34 on December 1, 2016. Following review and discussion, John Russell made a motion
35 to approve the Minutes as amended. Maria Delvaux seconded the motion. The motion

36 passed unanimously. Management was directed to amend line 66 to read, "Board of
37 Directors to wait for new Board members to proceed."

38

39 **Board Actions**

40 The Board of Directors reviewed a Lien Authorization Consent Calendar for account
41 number 14710-01. Following review and discussion, the Board agreed, by general
42 consent to deny the Consent Calendar as the account is current.

Account Number
14710-01

43

44 The Board of Directors reviewed a Lien Authorization Consent Calendar for account
45 number 14784-01. Following review and discussion, Maria Delvaux made a motion
46 to approve the Consent Calendar as submitted. John Russell seconded the motion.
47 The motion passed unanimously.

Account Number
14784-01

48

49 The Board of Directors reviewed Special Resolutions of the Board of Directors Via
50 Emergency Electronic Meeting for the following matters:

Special
Resolutions

51 1) November 21, 2016 – Scott English Plumbing proposal for a main sewer line repair
52 at 4818 Larwin Avenue in the amount of two thousand one hundred seventy-two
53 dollars (\$2,172.00)

54 2) December 23, 2016 – Scott English Plumbing proposal for a main sewer line repair
55 at 4736 Larwin Avenue in the amount of three thousand fifty dollars (\$3,050.00)

56 3) January 6, 2017 – Scott English Plumbing proposal for a main sewer line repair and
57 a two-way cleanout at 4766 Larwin Avenue at a cost of five thousand forty-five dollars
58 (\$5,045.00)

59 No Board action was required.

60

61 **Maintenance and Service Proposals**

62 The Board of Directors reviewed a proposal submitted by Antis Roofing and
63 Waterproofing for roof repairs at 4796 Larwin Avenue. Following review and
64 discussion, John Russell made a motion to approve the proposal in the amount of six
65 hundred nineteen dollars (\$619.00). Jean Redfearn seconded the motion. The motion
66 passed unanimously.

4796 Larwin
Avenue

67

68 The Board of Directors reviewed a proposal submitted by Antis Roofing and
69 Waterproofing for roof repairs at 4506 Larwin Avenue. Following review and
70 discussion, John Russell made a motion to approve the proposal in the amount of one
71 thousand fifty dollars (\$1,050.00). Jean Redfearn seconded the motion. The motion
72 passed unanimously.

4506 Larwin
Avenue

73	The Board of Directors reviewed a proposal submitted by Antis Roofing and	4618 Larwin
74	Waterproofing for roof repairs at 4618 Larwin Avenue. Following review and	Avenue
75	discussion, <u>John Russell made a motion to approve the proposal in the amount of two</u>	
76	<u>thousand six hundred six dollars (\$2,606.00). Jean Redfearn seconded the motion.</u>	
77	<u>The motion passed unanimously.</u>	
78		
79	<u>The Board of Directors agreed, by general consent to table the proposal submitted by</u>	Antis Roofing
80	<u>Antis Roofing and Waterproofing for community wide roof maintenance and cleaning</u>	& Waterproofing
81	<u>to the February 2017 meeting.</u>	
82		
83	<u>The Board of Directors agreed, by general consent to table the proposals submitted by</u>	Stucco Repair
84	<u>Humburg and Associates, Inc., MCC Restoration and Construction, and Pacific Rim</u>	at 4615 Larwin
85	<u>Architectural Services, Inc. for stucco repair at 4615 Larwin Avenue until further notice.</u>	Avenue
86		
87	The Board of Directors reviewed a proposal submitted by Saddleback Fence and Vinyl	Saddleback Fence
88	for trash enclosure replacements. Following review and discussion, <u>Jean Redfearn</u>	and Vinyl
89	<u>made a motion to approve cinderblock trash enclosure material. Maria Delvaux</u>	
90	<u>seconded the motion. The motion passed unanimously. Management was directed to</u>	
91	<u>obtain two (2) additional proposals for cinderblock trash enclosures: one (1) from Gills</u>	
92	<u>Hardscape and one (1) from another fencing vendor.</u>	
93		
94	The Board of Directors reviewed the 2017 Proposed Annual Calendar submitted by	2017 Proposed
95	Management. Following review and discussion, <u>the Board agreed, by general consent</u>	Annual Calendar
96	<u>to add "Revise Candidate Nomination Form" to July.</u>	
97		
98	The Board of Directors reviewed correspondence submitted by Light, 4776 Larwin	4776 Larwin
99	Avenue regarding plumbing reimbursement in the amount of one hundred twenty	Avenue
100	dollars (\$120.00). Following review and discussion, <u>Jean Redfearn made a motion to</u>	
101	<u>approve the reimbursement request. Maria Delvaux seconded the motion. The</u>	
102	<u>motion passed unanimously.</u>	
103		
104	The Board of Directors reviewed a Memorandum submitted by Management regarding	Trash Enclosure
105	the excessive boxes and various items left in the community trash enclosures.	Discussion
106	Following review and discussion, <u>the Board agreed, by general consent to inquire</u>	
107	<u>about one (1) additional recyclable pick up per week. Management was directed to</u>	
108	<u>contact Valley Vista Services for price quote and availability.</u>	
109		

110 The Board of Directors reviewed a Memorandum submitted by Management regarding
111 the increase in main line sewer blockages caused by tree roots. Following review and
112 discussion, the Board agreed, by general consent to request a proposal from three (3)
113 plumbers for various scopes of work. Jean Redfearn to provide Management with the
114 scopes of work.

Tree Root Sewer
Line Discussion

115
116 **Financials**

117 The Board of Directors reviewed the Financial Statements for the period ending
118 November 30, 2016 and December 31, 2016. Following review and discussion, Jean
119 Redfearn made a motion to approve the Financial Statements, subject to annual audit
120 review. Maria Delvaux seconded the motion. The motion passed unanimously.

Financials

121
122 **Open Forum**

123 In accordance with State Statute, the homeowners present are given an opportunity to
124 address the Board of Directors. There were no topics discussed during Open Forum.

Open Forum

125
126 **Adjournment**

127 There being no further business to come before the Board of Directors, the Board
128 agreed, by general consent to adjourn the Meeting at 9:04 p.m.

Adjournment

129
130 **Attest**

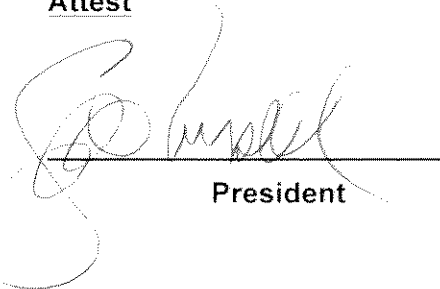
Attest

131

132

133

134



President



Secretary