

Cypress Home Owners Association
Board of Directors Meeting Minutes
October 22, 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 October 22, 2009, at Clubhouse #2, Cypress, California. The Board
4 President, Donald Moreau, called the meeting to order at 7:39 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 Bill Jacob, Total Landscape Maintenance.

20 Approximately five (5) 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 October 22, 2009.

Executive Session

26

27 1. Presentation by Arenas Painting

28 2. Presentation by ARW Antis Roofing and Waterproofing

29 3. Executive Session Minutes from the September 24, 2009
30 Meeting

31 4. Show Cause of Hearings

32 5. Homeowner Request for Fine Waiver

33 6. Homeowner Request for Payment Plan

- 34 7. Assessment Collection Status Report submitted by Cane, Walker &
- 35 Harkins LLP.
- 36 8. Correspondence from The Judge Law Firm
- 37 9. Custodial Contract with Experience Building Services
- 38 10. Enrollment of Auto-Debit for Insurance Premium

39
 40 The foregoing resolution is executed pursuant to the general consent of the
 41 Board of Directors.

42
 43 **Total Landscape, Inc.**

44 Bill Jacobs of Total Landscape, Inc., was in attendance to discuss the
 45 following items. In addition, the vendor was asked to provide a rotation sche-
 46 dule at the next Board meeting.

Total
 Landscape

- 47
- 48 1. Common area Landscape
- 49 2. Maintenance of front yards
- 50 3. Large items in trash enclosures
- 51 4. Irrigation repairs

52
 53 **Minutes**

54 The Board of Directors reviewed the Minutes from the September 24, 2009
 55 Board of Directors Meeting. Following review and discussion, a motion was
 56 made by Don Moreau and seconded by Katie Bryson to approve the minutes
 57 as amended. The motion carried unanimously.

Minutes

58
 59 **Financials**

60 The Board of Directors reviewed the reserve study as prepared by Michael J.
 61 Ferrara. Following review and discussion, it was the general consent of the
 62 Board of Directors to table this item to the next meeting as the draft presented
 63 requires some additional updates. The revised reserve study will be
 64 presented at the December meeting.

Reserve
 Study

65
 66 The Board of Directors reviewed the financial statements for the period
 67 ending September 30, 2009. Following review and discussion, it was the
 68 general consent of the Board of Directors to table this item to the December
 69 meeting.

Financials

70
 71
 72

73 **Board Actions**

74 The Board of Directors reviewed an estimate submitted by J. Clark, Inc.,
75 for the inspection of the rubber surface under each tot lot equipment.
76 Following discussion, a motion was made by Don Moreau and seconded by
77 Katie Bryson to approve a not to exceed amount of \$500.00 for the inspection
78 of all tot lots. The vendor will perform an inspection and will provide a
79 proposal for the replacement of the rubber mats at the January meeting.
80 Betsy-Ann Toffler abstained. The motion carried 4-0.

Playground
Mats

81
82 The Board of Directors reviewed proposals from three vendors for the audit
83 and tax preparation for the Homeowners Association. Following review,
84 it was the general consent of the Board of Directors to table this item to the
85 December meeting.

Audit and
Proposals

86
87 The Board of Directors reviewed the Association Rules and Regulations and
88 Architectural Guidelines, as well as the Clubhouse Agreement. Following
89 review and discussion, a motion was Made by Don Moreau and seconded by
90 Betsy-Ann Toffler to amend the Rules and Regulations and Architectural
91 Guidelines, as well as the Clubhouse Agreement. The amended documents
92 will be mailed to the membership for a thirty (30) day comment period.

Community
Guidelines

93
94 **Architectural Matters**

95 The Board of Directors reviewed the architectural application submitted by
96 the homeowner of 4790 Larwin for the replacement of six (6) windows.
97 Following review, a motion was made by Betsy-Ann Toffler and seconded by
98 Don Moreau to approve the application. The motion carried unanimously.

4790 Larwin

99
100 The Board of Directors reviewed the architectural application submitted by
101 the homeowner of 4645 Larwin for the replacement of the wood fence behind
102 the residence with stucco. Following review, a motion was made by Don
103 Moreau and seconded by Betsy-Ann Toffler to approve the application. The
104 motion carried unanimously.

4645 Larwin

105
106 The Board of Directors reviewed the architectural application submitted by
107 the homeowner of 4518 Larwin for the replacement of the front door.
108 Following review, a motion was made by Don Moreau and seconded by
109 Betsy-Ann Toffler to approve the application. The motion carried
110 unanimously.

4518 Larwin

111

112 New Business

113 The Board of Directors reviewed a proposal by Sheeler Bros, Inc., submitted by
114 Total Landscape Inc., for the replacement of concrete walkways in various
115 locations in the community at a cost of \$1,650.00. Following review and
116 discussion, it was the general consent of the Board of Directors that the need
117 for immediate action exists because A.) there is a need to take immediate
118 action and B.) the need came to the attention of the Board after the Agenda
119 was posted. A motion was made by Judith Fischer and seconded by Don
120 Moreau to approve the proposal as presented. The motion carried
121 unanimously.

Concrete
Repairs

122

123 Homeowner Open Forum

124 The following issues were discussed during the Homeowner Open Forum:
125 Replacement of double doors, lawn furniture and toys in common area.

Open Forum

126

127 Adjournment

128 There being no further business to come before the Board, it was the general
129 consent of the Board of Directors to adjourn the meeting at 9:42 p.m. to
130 Executive Session to discuss Delinquent Assessment Accounts and third
131 party contractors.

Adjournment

132

133 Attest

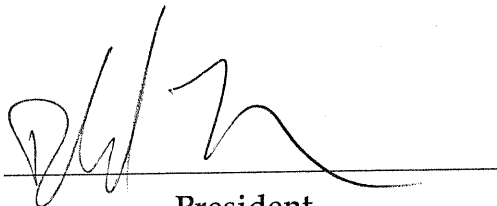
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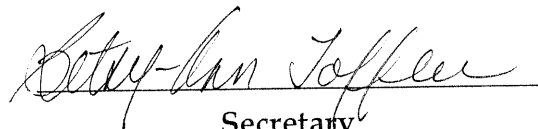
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President



Secretary