

**Cypress Home Owners Association
Board of Directors Meeting Minutes
September 23, 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 September 23, 2010, at Clubhouse #2, Cypress, California. The President of
4 the Board of Directors, Betsy-Ann Toffler, called the meeting to order at 7:25
5 p.m. with a quorum of Directors present.

6
7 **Directors Present**

8 Betsy-Ann Toffler, President
9 Judith Fischer, Secretary
10 Brenan Cheung, Treasurer
11 Katie Bryson, Director at Large

12
13 **Directors Absent**

14 Jean Redfearn, Vice President

15
16 **Also Attending**

17 Yamy Criblez, Accell Property Management, Inc.
18 Two (2) 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 September 23, 2010.

- 24
- 25 1. Approval of the Executive Session Minutes from August 26, 2010
 - 26 2. Show Cause Hearings
 - 27 3. Statements of Account Preliminary to Levying of Liens
 - 28 4. Homeowner's Request for Fine Waiver
 - 29 5. Correspondence from Cane, Walker & Harkins, LLP.
 - 30 6. Correspondence from The Judge Law Firm
 - 31 7. Case History Summary Report submitted by Cane, Walker & Harkins
 - 32 LLP.
 - 33 8. Case History Summary Report submitted by The Judge Law Firm
 - 34 9. Legal Matter
- 35

Executive Session

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

38

39 **Minutes**

40 The Board of Directors reviewed the Minutes from the August 26, 2010
41 Board of Directors Meeting. Following review, a motion was made by Judith
42 Fischer and seconded by Brenan Cheung to approve the minutes as
43 presented. The motion carried unanimously.

Minutes

44

45 **Architectural Matters**

46 The Board of Directors reviewed an architectural application submitted by
47 the Homeowner of 4822 Larwin Avenue for the installation of a satellite dish.
48 Following review, it was the general consent of the Board of Directors to
49 approve the application as presented.

4822 Larwin
Avenue

50

51 The Board of Directors reviewed an architectural application submitted by
52 the Homeowner of 4807 Larwin Avenue for the installation of a satellite dish.
53 Following review, it was the general consent of the Board of Directors to
54 approve the application as presented.

4807 Larwin
Avenue

55

56 The Board of Directors reviewed an architectural application submitted by
57 the Homeowner of 4651 Larwin Avenue for the replacement of the patio
58 cover. Following review, it was the general consent of the Board of Directors
59 to approve the application as presented.

4651 Larwin
Avenue

60

61 The Board of Directors reviewed an architectural application submitted by
62 the Homeowner of 4818 Larwin Avenue for the installation of a satellite dish.
63 Following review, it was the general consent of the Board of Directors to
64 approve the application as presented.

4818 Larwin
Avenue

65

66 **Board Actions**

67 The Board of Directors reviewed the Lien Authorization Consent Calendar.
68 Following review, it was the general consent of the Board of Directors to
69 table the Lien Authorization Consent Calendar for account numbers
70 1478401 and 1461501 to the next Board Meeting.

Lien
Authorization
Consent Calendar

71

72

73

74

75 The Board of Directors reviewed a proposal submitted by Proserv Plumbing
76 and Drain for plumbing and drain repairs at 4793 Larwin Avenue, at a cost
77 of three thousand seven hundred twenty dollars and twenty seven cents
78 (\$3,720.27). Following review and discussion, a motion was made by Betsy-
79 Ann Toffler and seconded by Brenan Cheung to approve the proposal to
80 include the installation of a root barrier, as recommended by the
81 Association's landscape vendor, at no additional cost. The motion carried
82 unanimously.

Plumbing
Proposal

84 The Board of Directors reviewed proposals for the replacement of the blinds
85 in the clubhouses. Following review and discussion, it was the general
86 consent of the Board of Directors to table the proposals until further notice.

Blinds

88 The Board of Directors reviewed a proposal submitted by Arenas Painting
89 for the removal of a wooden fence behind the utility box by 4646 Larwin
90 Avenue. Following review and discussion, a motion was made by Betsy-Ann
91 Toffler and seconded by Judith Fischer to approve the proposal at a cost of
92 one thousand two hundred dollars (\$1,200.00). The motion carried
93 unanimously.

Fence
Removal

95 The Board of Directors reviewed proposals for power washing the carports
96 and trash enclosures. Following review and discussion, it was the general
97 consent of the Board of Directors to table the proposals to the next meeting.

Power Washing

99 The Board of Directors reviewed proposals for the monthly general pest
100 and rodent control services. Following review and discussion, a motion was
101 made by Betsy-Ann Toffler and seconded by Katie Bryson to approve the
102 proposal submitted by Newport Exterminating at a cost of three hundred
103 twenty nine dollars (\$329.00) per month. The motion carried unanimously.

Pest and Rodent
Control

105 The Board of Directors reviewed proposals for the inspector of election.
106 Following review and discussion, it was the general consent of the Board of
107 Directors to deny the proposals. The Board, however, appointed the
108 following Homeowners as inspectors: John Sanford, 4848 Larwin Avenue,
109 Miguel Hinojosa Gomez, 4818 Larwin Avenue; and Katherine Bryson, 4683
110 Larwin Avenue. Katie Bryson abstained. The motion carried 3-0.

Election
Inspectors

111
112

<p>106 The Board of Directors reviewed correspondence submitted by the Homeowner of 107 4802 Larwin Avenue regarding painting and re-roofing his building. 108 Following review and discussion, <u>it was the general consent of the Board of</u> 109 <u>Directors to have Management send a letter to the Homeowner advising that</u> 110 <u>his building will be the first building to be painted when the painting project</u> 111 <u>resumes before the end of the year. The Homeowner is also to be advised that</u> 112 <u>the Association's roofing vendor, Antis Roofing and Waterproofing, will be</u> 113 <u>assessing the roof to determine if a replacement is needed.</u> 114</p>	<p>Homeowner's Request</p>
<p>115 The Board of Directors reviewed the 2011 Annual Membership Meeting 116 Materials and By-Law Amendment Voting Materials. Following review, 117 <u>it was the general consent of the Board of Directors to approve the materials</u> 118 <u>as presented.</u> 119</p>	<p>Annual Meeting and Voting Materials</p>
<p>120 <u>Financials</u> 121 The Board of Directors reviewed the financial statements for the period 122 ending August 31, 2010. Following discussion, <u>a motion was made by Brenan</u> 123 <u>Cheung and seconded by Betsy-Ann Toffler to approve the financial</u> 124 <u>statements as presented. The motion carried unanimously.</u> 125</p>	<p>Financials</p>
<p>126 The Board of Directors reviewed the 2010 Reserve Study. Following 127 discussion, <u>a motion was made by Brenan Cheung and seconded by Judith</u> 128 <u>Fischer to approve the reserve study as amended. The motion carried</u> 129 <u>unanimously.</u> 130</p>	<p>2010 Reserve Study</p>
<p>131 The Board of Directors reviewed the 2011 Draft Budget. Following 132 discussion, <u>it was the general consent of the Board of Directors to table the</u> 133 <u>budget to the next Board Meeting.</u> 134</p>	<p>2011 Budget</p>
<p>135 <u>New Business</u> 136 It was the general consent of the Board of Directors to review and discuss the 137 following item, <u>as the need for immediate action exists because A.) there is a</u> 138 <u>need to take immediate action and B.) the need came to the attention of the</u> 139 <u>Board after the Agenda was posted:</u> 140</p>	
<p>141 <u>The Board of Directors agreed, by general consent, to appoint John Sanford,</u> 142 <u>4848 Larwin Avenue, to the Refuse Monitoring Committee to assist the Board</u></p>	<p>Committee Appointment</p>

143 with monitoring the collection of large items and other duties involving
144 refuse and/or the trash enclosures in the community.

145

146 **Homeowner Open Forum**

147 The following items were discussed during Open Forum: installation of
148 satellite dishes, homeowner compliance in disposing of trash in the trash
149 enclosures, and architectural approval for patio cover replacement.

Open Forum

150

151 **Adjournment**

152 There being no further business to come before the Board, it was the general
153 consent of the Board of Directors to adjourn the meeting to Executive Session
154 at 8:54 p.m. to discuss delinquencies.

Adjournment

155

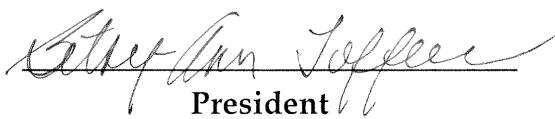
156 **Attest**

157

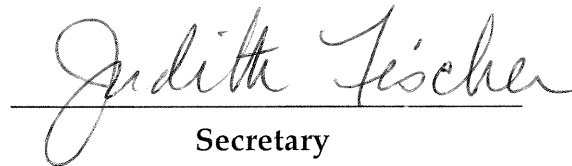
158

159

160



President



Secretary