

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
February 6, 2014**

1 Upon due notice, given and received, the Cypress Home Owners Association Board  
2 of Directors held their regularly scheduled Board of Directors Meeting on Thursday,  
3 February 6, 2014, Clubhouse #2, Cypress, California. John Russell, President, called  
4 the meeting to order at 7:39 p.m. with a quorum of Directors present.

5  
6 **Directors Present**

7 John Russell, President  
8 Tamara Honegan, Vice President  
9 Carl Kroll, Secretary  
10 Judith Fischer, Treasurer

11  
12 **Directors Absent**

13 Diane Woodman, Director At Large

14  
15 **Also Attending**

16 Dianna Campellone, Accell Property Management, Inc.  
17 David Cane, Cane, Walker and Harkins, LLP  
18 John McCarthy, Windor  
19 Alonzo Perez, AMC Construction and Building Services  
20 Seven (7) Homeowners

21  
22 **Presentations**

23 John McCarthy, Windor, attended the meeting to discuss the  
24 clubhouse door proposal.

Windor

25  
26 Alonzo Perez, AMC Construction and Building Services, attended the  
27 meeting to discuss the clubhouse door proposal.

AMC Construction  
and Building  
Services

28  
29 **Executive Session Meeting Topics**

30 In accordance with California Civil Code Section 4935(e), the Board notes that the  
31 following topics were discussed during an Executive Session Meeting held on  
32 February 6, 2014:

Executive Session

- 33  
34 1. Approval of the Executive Session Minutes from December 5, 2013  
35 2. Show Cause Hearings  
36 3. Homeowner Correspondence regarding Violations

- 37 4. Homeowner Correspondence regarding Payment Plan Request  
38 5. Statements of Accounts Preliminary to Levying of Liens  
39 6. The Judge Law Firm Correspondence  
40 7. Cane, Walker and Harkins Correspondence  
41

42 The foregoing Resolution is executed pursuant to the general consent of the Board  
43 of Directors.  
44

45 **Minutes**

46 The Board of Directors reviewed the Minutes from the Board of Directors Regular  
47 Session Meeting held on December 5, 2013. Following review, Judith Fischer made  
48 a motion to approve the Minutes as presented. Tamara Honegan seconded the  
49 motion. The motion passed unanimously.

Minutes

51 **Architectural Matters**

52 The Board of Directors reviewed correspondence submitted by Accell Property  
53 Management, Inc., regarding Architectural Submission and Review Procedures.  
54 Following review, John Russell made a motion to table the Architectural Submission  
55 and Review Procedures to the February 27, 2014 meeting. Judith Fischer seconded  
56 the motion. The motion passed unanimously.

Architectural  
Submission and  
Review Procedures

57  
58 The Board of Directors reviewed an architectural improvement request submitted by  
59 Sanders, 4699 Larwin Avenue for the replacement of wood fencing, entry gate and  
60 upper eaves. Following review, Tamara Honegan made a motion to approve the  
61 architectural request contingent upon the homeowner submitting an Architectural  
62 Application prior to commencement. Judith Fischer seconded the motion. The  
63 motion passed unanimously.

4699 Larwin  
Avenue

64  
65 **Consent Calendars and Resolutions**

66 The Board of Directors reviewed Statement of Account Preliminary to Levying of Lien  
67 for account number A1740001471101. Following review, Judith Fischer made a  
68 motion to approve a pre-lien if the homeowner does not respond to Treasury letter by  
69 February 17, 2014. John Russell seconded the motion. The motion passed  
70 unanimously.

Account Number  
A1740001471101

71  
72 The Board of Directors reviewed Statement of Account Preliminary to Levying of Lien  
73 for account number A1740001477201. Following review, the Board agreed, by  
74 general consent to take no action as the Board approved a payment plan for the  
75 outstanding balance.

Account  
A1740001477201

76	<b><u>Financials</u></b>	
77	The Board of Directors reviewed a Memorandum submitted by Accell Property	Reserve Reallocation
78	Management, Inc., regarding Reserve Reallocation Worksheet. Following review,	Worksheet
79	<u>the Board agreed, by general consent to table the Reserve Reallocation Worksheet to</u>	
80	<u>the February 27, 2014 meeting.</u>	
81		
82	The Board of Directors reviewed the financial statements for the period ending	Financial
83	November 30, 2013 and December 31, 2013. Following review, <u>Judith Fischer made</u>	Statements
84	<u>a motion to approve the financial statement for the period ending November 30, 2013</u>	
85	<u>as presented and table the financial statement for the period ending December 31,</u>	
86	<u>2013, to the February 27, 2014 Board meeting. Tamara Honegan seconded the</u>	
87	<u>motion. The motion passed unanimously.</u>	
88		
89	<b><u>Board Actions</u></b>	
90	The Board of Directors were presented with proposals for Clubhouse Door	Clubhouse Door
91	replacement. Following discussion, <u>the Board agreed, by general consent to table</u>	
92	<u>the proposals to the February 27, 2014 Board meeting.</u>	
93		
94	The Board of Directors reviewed a proposal for recommended roof work at 4574	4574 Larwin
95	Larwin Avenue, submitted by Antis Roofing and Waterproofing, Inc. Following	Avenue
96	review, <u>Judith Fischer made a motion to approve the proposal for roof repair at a</u>	
97	<u>cost of nine hundred dollars (\$900.00). Tamara Honegan seconded the motion.</u>	
98	<u>The motion passed unanimously.</u>	
99		
100	The Board of Directors reviewed a copy of the Association's proposed Rule	Rule Change for
101	Change Procedure for Late Fee Increase that was mailed to the membership on	Late Fee Increase
102	December 20, 2013, for a thirty (30) day review and comment period. Following	
103	review, <u>Judith Fischer made a motion to formally adopt the Rule Change Procedure</u>	
104	<u>for Late Fee Increase as presented. Tamara Honegan seconded the motion. The</u>	
105	<u>motion passed unanimously.</u>	
106		
107	<b><u>Open Forum</u></b>	
108	The following items were discussed during Open Forum.	Open Forum
109	1. Homeowner requested a copy of Master Insurance policy.	
110	2. Homeowner requested brick repair in front of unit.	
111	3. Homeowner concerns regarding landscapers using private water spigot.	
112	4. Main line sewer repairs.	
113	5. Iron piping maintenance.	
114		

116 **Adjournment**

117 There being no further business to come before the Board, the Board agreed, by  
118 general consent to adjourn the meeting at 8:23 p.m.

119

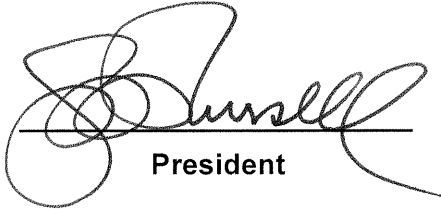
120 **Attest**

121

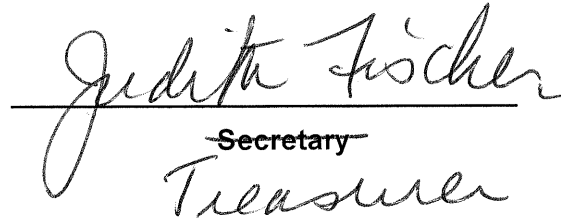
122

123

124



President



~~Secretary~~  
Treasurer

Adjournment