

**Cypress Home Owners Association
Board of Directors Meeting Minutes
April 24, 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 April 24, 2014, Clubhouse #2, Cypress, California. John Russell, President, called
4 the meeting to order at 6:46 p.m. with a quorum of Directors present.

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6 **Directors Present**

7 John Russell, President
8 Tamara Honegan, Vice President
9 Judith Fischer, Treasurer
10 Maria Delvaux, Secretary

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12 **Directors Absent**

13 None

14
15 **Also Attending**

16 Dianna Campellone, Accell Property Management, Inc.

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18 **Executive Session Meeting Topics**

19 In accordance with California Civil Code Section 4935(e), the Board notes that the
20 following topics were discussed during an Executive Session Meeting held on April
21 24, 2014:

- 22
- 23 1. Approval of the Executive Session Minutes from March 27, 2014
- 24 2. Denial of Homeowner Request for Waiver of Fine
- 25 3. Board of Director Correspondence
- 26 4. The Judge Law Firm Correspondence
- 27 5. Cane, Walker and Harkins, LLP Correspondence
- 28 6. Accell Property Management, Inc. Correspondence
- 29 7. Janitorial Service Contract

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

Executive Session

33	<u>Minutes</u>	
34	The Board of Directors reviewed the Minutes from the Board of Directors Regular	Minutes
35	Session Meeting held on March 27, 2014. Following review, <u>the Board agreed, by</u>	
36	<u>general consent to approve the Minutes as presented.</u>	
37		
38	<u>Architectural Matters</u>	
39	The Board of Directors reviewed an architectural application submitted by Chu, 4613	4613 Larwin
40	Larwin Avenue, regarding replacement of patio fence. Following review and	Avenue
41	discussion, <u>the Board agreed, by general consent to approve the architectural</u>	
42	<u>application as submitted.</u>	
43		
44	The Board of Directors reviewed an architectural application submitted by Markel,	4738 Larwin
45	4738 Larwin Avenue, regarding replacement of patio fence. Following review and	Avenue
46	discussion, <u>Tamara Honegan made a motion to approve the architectural application</u>	
47	<u>as submitted. Judith Fischer seconded the motion. The motion passed</u>	
48	<u>unanimously.</u>	
49		
50	<u>Consent Calendars and Resolutions</u>	
51	The Board of Directors reviewed Statement of Account Preliminary to Levying of Lien	Account
52	for account number 14693-02. Following review and discussion, <u>Judith Fischer</u>	#14693-02
53	<u>made a motion to approve a pre-lien if the homeowner does not respond to Treasury</u>	
54	<u>letter by May 5, 2014. John Russell seconded the motion. The motion passed</u>	
55	<u>unanimously.</u>	
56		
57	<u>Financials</u>	
58	The Board of Directors reviewed the 2013 Draft Audit submitted by VanDerPol and	Draft Audit
59	Company. Following review and discussion, <u>Judith Fischer made a motion to accept</u>	
60	<u>the audit, subject to an explanation of comparative total difference from 2012 to 2013</u>	
61	<u>regarding Insurance cost increase and incorporation of the date in Note 10. John</u>	
62	<u>Russell seconded the motion. The motion passed unanimously.</u>	
63		
64	The Board of Directors reviewed a Memorandum submitted by Accell Property	Morgan Stanley
65	Management, Inc., regarding online registration process for Morgan Stanley	Correspondence
66	Homeowners Association Accounts. Following review and discussion, <u>the Board</u>	
67	<u>agreed, by general consent to deny the request for online banking registration as they</u>	
68	<u>feel they will not utilize this service.</u>	
69		
70	The Board of Directors reviewed the financial statement for the period ending	Financial
71	March 31, 2014. Following review, <u>Judith Fischer made a motion to approve the</u>	Statements

72 financial statements as presented. Maria Delvaux seconded the motion. The motion
73 passed unanimously.

Antis Roofing
Change Orders

74
75 **Maintenance and Service Proposals**

76 The Board of Directors reviewed a change order submitted by Antis Roofing and
77 Waterproofing, Inc., for additional work required at 4807-4815 Larwin Avenue in the
78 amount of three thousand four hundred eighty-four dollars (\$3,484.00). Following
79 review and discussion, Maria Delvaux made a motion to approve the change order.
80 Tamara Honegan seconded the motion. The motion passed unanimously.

81
82 The Board of Directors reviewed a change order submitted by Antis Roofing and
83 Waterproofing, Inc., for additional work required at 4854-4860 Larwin Avenue in the
84 amount of three thousand seven hundred sixty-seven dollars and twenty-five cents
85 (\$3,767.25). Following review and discussion, Maria Delvaux made a motion to
86 approve the change order. Tamara Honegan seconded the motion. The motion
87 passed unanimously.

88
89 The Board of Directors reviewed a Memorandum submitted by Accell Property
90 Management, Inc., regarding termite fumigation. Following review and discussion, the
91 Board agreed, by general consent to table discussion until further notice. Judith
92 Fischer to contact Cypress Tanglewood regarding fumigation project.

Termite Fumigation

93
94 The Board of Directors reviewed a Memorandum submitted by Accell Property
95 Management, Inc., regarding playground renovation options. Management advised the
96 Board that Dave Bang and Associates is scheduled to conduct an on-site Meeting in
97 May 2014 with Management, Board of Directors and Total Landscape to discuss
98 playground options and coordinate the renovation project.

Playground
Renovation

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100 The Board of Directors reviewed a Memorandum submitted by Accell Property
101 Management, Inc., regarding clubhouse window treatment options. Following review
102 and discussion, the Board agreed, by general consent to approve a budget of one
103 thousand five hundred dollars (\$1,500.00) per clubhouse for window treatments, sofa,
104 lamp and area rug. Maria Delvaux to research and provide sample options for Board
105 review.

Clubhouse Window
Treatments

106
107 **Open Forum**

108 The following item was discussed during Open Forum.

Open Forum

- 109 1. Children playing ball and skateboarding in the common areas
110 2. Broken window at 4681 Larwin Avenue caused by children playing with ball

- 111 3. Wasp nests under eaves
112 4. Vehicles parking on sidewalk

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114 **Adjournment**

115 There being no further business to come before the Board, the Board agreed, by
116 general consent to adjourn the Meeting at 7:45 p.m.

Adjournment

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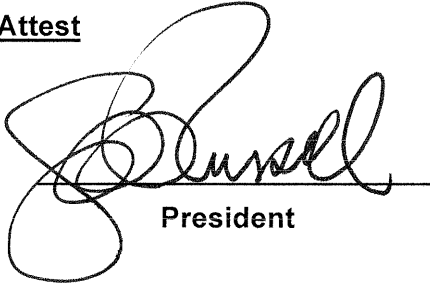
118 **Attest**

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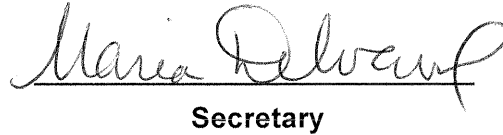
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President



Secretary