

**Cypress Home Owners Association
Board of Directors Meeting Minutes
December 1, 2016**

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 Thursday,
3 December 1, 2016, Clubhouse #2, Cypress, California. John Russell, President,
4 called the meeting to order at 7:01 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 Twenty-eight (28) Homeowners

17
18 **Executive Session Meeting Topics**

19 In accordance with California Civil Code Section 4935(e), the Board of Directors notes
20 that the following topics were discussed during an Executive Session Meeting held on
21 December 1, 2016:

- 22
- 23 1. Approval of the Executive Session Minutes from November 2, 2016
 - 24 2. Show Cause Hearing regarding Non Compliance Matter
 - 25 3. Review of Payment Plan Default
 - 26 4. Review of The Judge Law Firm Correspondence
 - 27 5. Review of the Statement of Account Preliminary to Levying of Liens
 - 28 6. Review of Cane, Walker and Harkins, LLP Correspondence

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

32
33 **Minutes**

34 The Board of Directors reviewed the Minutes from the Board of Directors Meeting held

Executive Session
Meeting Topics

Minutes

35 on November 2, 2016. Following review and discussion, Jean Redfearn made a
36 motion to approve the Minutes as presented. John Russell seconded the motion. The
37 motion passed unanimously.

38

39 **Board Actions**

40 The Board of Directors reviewed an Architectural Application submitted by Arakelian,
41 4519 Larwin Avenue regarding window replacement. Following review and discussion,
42 Maria Delvaux made a motion to approve the Architectural Application as submitted.
43 Jean Redfearn seconded the motion. The motion passed unanimously.

4519 Larwin
Avenue

44

45 The Board of Directors reviewed an Architectural Application submitted by Carradine,
46 4710 Larwin Avenue regarding window and sliding door replacement. Following
47 review and discussion, Jean Redfearn made a motion to approve the Architectural
48 Application as submitted. John Russell seconded the motion. The motion passed
49 unanimously.

4710 Larwin
Avenue

50

51 The Board of Directors reviewed Lien Authorization Consent Calendars for account
52 numbers 14601-01 and 14634-02. Following review and discussion, the Board
53 agreed, by general consent to deny the Consent Calendars as submitted. John
54 Russell seconded the motion. The motion passed unanimously.

Lien Authorization
Consent Calendars

55

56 **Financial Actions**

57 The Board of Directors reviewed a Memorandum submitted by Management regarding
58 various matters pertaining to the Association's Morgan Stanley Accounts. No Board
59 action was taken.

Morgan Stanley
Wealth Management
Discussion

60

61 The Board of Directors reviewed correspondence submitted by Marcella Hvinden, Vice
62 President of Accounting Services regarding Certificate of Deposit Account Registry
63 Service. Jean Redfearn discussed banking information from Comerica Bank with the
64 Board of Directors. Following review and discussion, Maria Delvaux made a motion to
65 approve disbursement of funds to Comerica Bank. John Russell seconded the motion.
66 The motion passed unanimously. ~~Jean Redfearn to forward Comerica Bank~~
67 information to the Board of Directors for review.

CDARS Discussion

68

69 The Board of Directors reviewed Bank Transaction Resolutions submitted by
70 Management. Following review and discussion, Jean Redfearn made a motion to

Bank Transaction
Resolutions

71 leave the maturing Morgan Stanley Certificate of Deposit to mature on January 3,
72 2017, leave as cash and vote on moving cash to a Certificate of Deposit Account
73 Registry Service at the January Meeting. Maria Delvaux seconded the motion. The
74 motion passed unanimously.

75

76 **Maintenance and Service Proposals**

77 The Board of Directors reviewed a proposal for community wide roof evaluation
78 submitted by Antis Roofing and Waterproofing. Following review and discussion, Jean
79 Redfearn made a motion to approve the proposal at a cost of six thousand one
80 hundred sixty-seven dollars (\$6,167.00). John Russell seconded the motion. The
81 motion passed unanimously.

Antis Roofing &
Waterproofing

82

83 The Board of Directors reviewed a Memorandum submitted by Management regarding
84 Board Member Appointment discussion. No Board action was taken.

Board Member
Appointment

85

86 The Board of Directors reviewed a Memorandum submitted by Management regarding
87 January Meeting date discussion. Following review and discussion, the Board agreed,
88 by general consent to hold the meeting on January 30, 2017.

January Meeting
Date Discussion

89

90 The Board of Directors reviewed the 2016 Annual Project Calendar. Following review
91 and discussion, the Board agreed, by general consent to approve the following
92 revisions: Move "Solicit Reserve Study Proposals" from March to February, move
93 "Present Reserve Study Proposals to Board" from April to March, change "Reserve
94 Study in Progress" to "Reserve Study Completed by June", move "Prepare Budget
95 Draft" from August to July, and move "Present Budget Draft & Reserve Study to Board"
96 from September to August.

2016 Annual
Project Calendar

97

98 The Board of Directors reviewed a request for plumbing reimbursement submitted by
99 Hinojosa, 4818 Larwin Avenue. Following review and discussion, Jean Redfearn
100 made a motion to approve the plumbing reimbursement request in the amount of two
101 hundred fifty-five dollars (\$255.00). John Russell seconded the motion. The motion
102 passed unanimously.

4818 Larwin
Avenue

103

104 **Financials**

105 The Board of Directors reviewed the Financial Statements for the period ending

Financials

106 December 31, 2016. Following review and discussion, Jean Redfearn made a motion
107 to approve the Financial Statements, subject to annual audit review. Maria Delvaux
108 seconded the motion. The motion passed unanimously.

109

110 **Open Forum**

111 In accordance with State Statute, the homeowners present were given an
112 opportunity to address the Board of Directors. There were twenty-eight (28)
113 homeowners present. The following topics were discussed:

114 Assessment increase, conservatorship, chain link fence maintenance, landscape
115 matters, trash/debris in carports, community safety, non compliance matters, termite
116 fumigation, illegal parking, and large items in trash enclosures.

117

118 **Adjournment**

119 There being no further business to come before the Board of Directors, the Board
120 agreed, by general consent to adjourn the Meeting at 9:44 p.m.

121

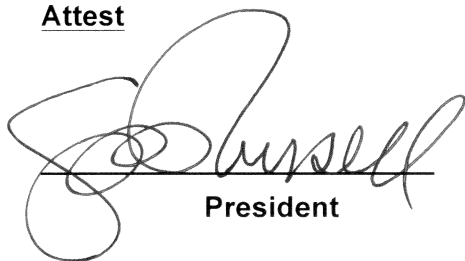
122 **Attest**

123


124

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126



President



Secretary

Open Forum

Adjournment

Attest