

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
March 21, 2019**

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 March 21, 2019, Clubhouse #2, Cypress, California. Jack Nance, Vice President,  
4 called the meeting to order at 6:59 p.m., with a quorum of Directors present.

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6 **Directors Present**

7 Jack Nance, Vice President  
8 Deanna Borodayko, Secretary  
9 Jean Redfearn, Treasurer

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11 **Directors Absent**

12 John Russell, President

13  
14 **Also Attending**

15 Dianna Campellone, Accell Property Management, Inc.  
16 One (1) Homeowner

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 March 21, 2019:

- 22
- 23 1. Approval of the Executive Session Minutes from January 24, 2019
  - 24 2. Reviewed Homeowner Correspondence
  - 25 3. Reviewed Statement of Account Preliminary to Levying of Liens
  - 26 4. Reviewed The Judge Law Firm Correspondence
  - 27 5. Reviewed Cane, Walker and Harkins LLP Correspondence
  - 28 6. Reviewed Aquatic Balance 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 January 24, 2019. Following review and discussion, Jean Redfearn made a motion  
36 to approve the Minutes as submitted. Deanna Borodayko seconded the motion. The  
37 motion passed unanimously.

38  
39 The Board of Directors reviewed the No Quorum Annual Membership Meeting Minutes  
40 held on February 28, 2019. Following review and discussion, Jean Redfearn made a  
41 motion to approve the Minutes contingent upon the following revision: Line 11, remove  
42 “Deanna Borodayko” as she was not in attendance. Jack Nance seconded the motion.  
43 The motion passed unanimously.

Minutes

#### 44 45 **Architectural Matters**

46 The Board of Directors reviewed an Architectural Application submitted by Li, 4530  
47 Larwin Avenue, regarding security screen door replacement. Following review and  
48 discussion, Jean Redfearn made a motion to approve the Architectural Application as  
49 submitted. Deanna Borodayko seconded the motion. The motion passed  
50 unanimously.

4530 Larwin  
Avenue

51  
52 The Board of Directors reviewed an Architectural Application submitted by Vida, 4793  
53 Larwin Avenue, regarding wheelchair ramp installation. Following review and  
54 discussion, Jean Redfearn made a motion to approve the Architectural Application as  
55 submitted. Deanna Borodayko seconded the motion. The motion passed  
56 unanimously.

4793 Larwin  
Avenue

#### 57 58 **Consent Calendars & Resolutions**

59 The Board of Directors reviewed a Lien Authorization Consent Calendar for account  
60 number 14766-03. Following review and discussion, Jean Redfearn made a motion to  
61 approve the Consent Calendar as submitted. Deanna Borodayko seconded the  
62 motion. The motion passed unanimously.

Account Number  
14766-03

63  
64 The Board of Directors reviewed a Lien Authorization Consent Calendar for account  
65 number 14767-01. Following review and discussion, Jean Redfearn made a motion  
66 to approve the Consent Calendar as submitted. Deanna Borodayko seconded the  
67 motion. The motion passed unanimously.

Account Number  
14767-01

#### 68 69 **Financial Action**

70 The Board of Directors reviewed a Memorandum submitted by Management regarding  
71 Electronic Consent. Following review and discussion, Jack Nance made a motion to  
72 approve the Electronic Consent form. Deanna Borodayko denied the motion. Jean  
73 Redfearn abstained from vote. The motion died due to lack of majority vote.

Electronic  
Consent Form

74 75 76 77 78	The Board of Directors reviewed a Memorandum submitted by Management regarding ACH Authorization. Following review and discussion, <u>Jack Nance made a motion to approve the ACH Authorization form. Deanna Borodayko and Jean Redfearn denied the motion. The motion was denied by majority vote.</u>	ACH Authorization Form
79 80 81 82 83	The Board of Directors reviewed a Memorandum submitted by Management regarding Electronic Signature Authorization. Following review and discussion, <u>Jean Redfearn made a motion to approve the Electronic Signature Authorization form. Jack Nance seconded the motion. The motion passed unanimously.</u>	Electronic Signature Authorization
84 85 86	The Board of Directors reviewed a Bank Interest Rate Schedule. No Board action was taken.	Bank Interest Rate Schedule
87 88 89	The Board of Directors reviewed a Bank Transaction Resolution. No Board action was taken.	Bank Transaction Resolution.
90	<b><u>Maintenance and Service Proposals</u></b>	
91 92 93 94 95 96 97	The Board of Directors reviewed a roof repair proposal submitted by Antis Roofing and Waterproofing regarding 4609 Larwin Avenue, in the amount of six thousand one hundred three dollars (\$6,103.00). Following review and discussion, <u>the Board agreed, by general consent, to deny the proposal as submitted and solicit new proposals from Antis Roofing and Waterproofing and Roofing Standards for reroof of entire building.</u>	4609 Larwin Avenue
98 99 100 101 102 103 104	The Board of Directors reviewed a roof repair proposal submitted by Antis Roofing and Waterproofing regarding 4515 Larwin Avenue, in the amount of two thousand seven hundred thirty-six dollars (\$2,736.00). Following review and discussion, <u>the Board agreed, by general consent, to deny the proposal as submitted and solicit new proposals from Antis Roofing and Waterproofing and Roofing Standards for reroof of entire building.</u>	4515 Larwin Avenue
105 106 107 108 109	The Board of Directors reviewed a pressure washing proposal submitted by Strategic Sanitation Services, in the amount of one thousand two hundred eleven dollars (\$1,211.00). Following review and discussion, <u>the Board agreed, by general consent, to table the proposal until further notice.</u>	Strategic Sanitation Services
110 111	The Board of Directors reviewed a playground wood chips and blower proposal submitted by Turboscape, Inc. in the amount of two thousand four hundred dollars	Turboscape, Inc. Proposal

112 (\$2,400.00). Following review and discussion, the Board agreed, by general consent,  
113 to table until further notice.

114

115 The Board of Directors reviewed reserve study proposals submitted by several  
116 vendors. Following review and discussion, Jean Redfearn made a motion to approve  
117 the proposal submitted by McCaffery Reserve Consulting, for a Computer Update at a  
118 cost of four hundred twenty-five dollars (\$425.00). Deanna Borodayko seconded the  
119 motion. The motion passed unanimously.

Reserve Study  
Proposals

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### 121 **Administrative & Operating Requests and Actions**

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123 The Board of Directors reviewed the 2019 Project Calendar. Following review and  
124 discussion, the Board agreed, by general consent, to move "Mail Annual Meeting and  
125 Notice" from November to January.

Project Calendar

126

### 127 **Financials**

128 The Board of Directors reviewed a Certificate of Deposit Account Registry Service  
129 Customer Request For Account Placement submitted by City National Bank for Great  
130 Southern Bank, maturing on February 28, 2019. Following review and discussion,  
131 Jean Redfearn made a motion to roll the Great Southern Bank CD to a term of thirteen  
132 (13) weeks, and interest paid at maturity. Jack Nance seconded the motion. The  
133 motion passed unanimously.

CDARS

134

135 The Board of Directors reviewed the Financial Statement for the periods ending  
136 November 30, 2018 and December 31, 2018. Following review and discussion, Jean  
137 Redfearn made a motion to approve the Financial Statements, subject to annual audit  
138 review. Deanna Borodayko seconded the motion. The motion passed unanimously.

Financials

139

### 140 **Open Forum**

141 In accordance with State Statute, the homeowners present are given an opportunity to  
142 address the Board of Directors. There were three (3) Homeowners in attendance to  
143 discuss the following: Pool key pick-up, and clubhouse rental updates.

Open Forum

144

### 145 **Adjournment**

146 There being no further business to come before the Board of Directors, the Board  
147 agreed, by general consent to adjourn the Meeting at 9:10 p.m.

Adjournment

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### 149 **Attest**

Attest

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**President**

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**Secretary**