

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
May 22, 2008**

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 Thursday, May 22, 2008 at Clubhouse #2, Cypress, California. Judith  
4 Fischer, President, called the meeting to order at 7:16 p.m. with a quorum of  
5 Directors present.

6

7 **Directors Present**

8 Judith Fischer, President

9 Donald Moreau, Vice President

10 Karen Hesky, Treasurer

11 Betsy-Ann Toffler, Secretary

12

13 **Directors Absent**

14 Dawn Masick, Director at Large

15

16 **Also Attending**

17 Ramona Acosta, Accell Property Management, Inc.

18 Greg Pena, USI of Southern California Insurance Services, Inc.

19 James Levine, USI of Southern California Insurance Services, Inc.

20 Michael Csupak, USI of Southern California Insurance Services,  
21 Inc.

22 Six (6) Homeowners

23

24 **Executive Session Meeting Topics**

25 In accordance with California Civil Code Section 1363.05, the Board notes that  
26 the following topics were discussed during an Executive Session Meeting held  
27 on May 22, 2008:

Executive Session

- 28 1. Approval of Executive Session Meeting Minutes of April  
29 24, 2008
- 30 2. Show Cause Hearings
- 31 3. Correspondence regarding a payment plan request

- 32 4. Correspondence regarding settlement of past due  
33 assessments  
34 5. Statements of Account Preliminary to Levying of Liens  
35 6. Legal correspondence regarding delinquency status  
36

37 The foregoing resolution is executed pursuant by the general consent of the  
38 Board of Directors.

39  
40 **Presentation**

41 Greg Pena, James Levine and Michael Csupak discussed the renewal of the  
42 Association's insurance policy and advised that the renewal was currently out  
43 to twelve (12) or thirteen (13) insurance carriers in the preferred market and  
44 approximately ten (10) carriers in the surplus market. The Association has  
45 sustained low losses and, due to the soft insurance market, the agents are  
46 anticipating a renewal premium close to the current sixty-six thousand dollar  
47 (\$66,000.00) premium. The Association should receive the bid within two (2)  
48 weeks.

Presentation

49  
50 **Homeowner Open Forum**

51 The following issues and topics were discussed during the Homeowner Open  
52 Forum:

Open Forum

- 53  
54 1. Carport painting project  
55 2. Removal of grass clippings by the landscapers  
56

57 **Minutes**

58 The Board of Directors reviewed the Minutes from the April 24, 2008 Board of  
59 Directors Meeting. Following review and discussion, a motion was made by  
60 Judith Fischer and seconded by Karen Hesky to approve the Minutes as  
61 submitted. The motion carried unanimously.

Minutes

62  
63 The Board of Directors reviewed the Minutes from the April 24, 2008 Special  
64 Assessment Membership meeting. Following review and discussion, a  
65 motion was made by Don Moreau and seconded by Judith Fischer to approve  
66 the Minutes as submitted. The motion carried unanimously.

67 **Board Actions**  
68 The Board of Directors reviewed an Action Without Meeting Resolution for  
69 approval of the annual audit for the fiscal year ending December 31, 2007.  
70 Following review and discussion, a motion was made by Betsy-Ann Toffler  
71 and seconded by Karen Hesky to approve the Resolution as submitted. The  
72 motion carried unanimously.

Action Without a  
Meeting Resolution

73  
74 The Board of Directors reviewed the revised Special Resolution for  
75 Compensation to the clubhouse manager for clubhouse reservations.  
76 Following review and discussion, a motion was made by Don Moreau and  
77 seconded by Betsy-Ann Toffler to approve the Resolution as submitted. The  
78 motion carried unanimously.

Special Resolution

79  
80 The Board of Directors reviewed the Lien Authorization Consent Calendar  
81 for accounts: 114592, 114665 and 114659. Following review and discussion, a  
82 motion was made by Judith Fischer and seconded by Karen Hesky to approve  
83 the Consent Calendar as amended. Account #114659 was removed. The  
84 motion carried unanimously.

Lien Authorization

85  
86 The Board of Directors reviewed a proposal submitted by Royal Roofing  
87 Corporation for flat roof and mansard roof installation. In addition, the  
88 Board reviewed a priority list submitted by the roofer indicating which eight  
89 (8) buildings were in the worst condition. Following review and discussion, a  
90 motion was made by Karen Hesky and seconded by Betsy-Ann Toffler to  
91 replace the flat roofs and mansards at 4541 thru 4551, 4568 thru 4574, 4778  
92 thru 4782, 4785 thru 4795 and 4862 (pool house number one) Larwin Avenue  
93 at a total cost of one hundred twenty-nine thousand nine hundred sixty  
94 dollars (\$129,960.00). The motion carried unanimously.

Royal Roofing  
Corporation

95  
96 The Board of Directors reviewed proposals for pool rules signs and pool hour  
97 signs for each of the three pool areas. Following review and discussion, it  
98 was the general consent of the Board of Directors to table these proposals  
99 until next year.

Pool Rules & Signs

100

100 The Board of Directors reviewed plumbing repair proposals for 4836 Larwin  
101 Avenue. Following review and discussion, a motion was made by Karen  
102 Hesky and seconded by Betsy-Ann Toffler to approve the proposal submitted  
103 by ProServ Plumbing and Drain, at a total cost of seven thousand six hundred  
104 sixty-five dollars and twenty-seven cents (\$7,665.27). The motion carried  
105 unanimously.

4836 Larwin Ave.

106  
107 The Board of Directors reviewed email correspondence from Community  
108 Road regarding a discount for services if the Association pays one year in  
109 advance. Following review and discussion, a motion was made by Don  
110 Moreau and seconded by Karen Hesky to approve a proposal and to pay  
111 Community Road one year in advance for website services, at a total cost of  
112 five hundred fifty dollars (\$550.00).

Community  
Road

113  
114 The Board of Directors reviewed proposals to remove the five (5)  
115 playgrounds within the Association. Karen Hesky reported that she met with  
116 Tim Hodges of Coast Recreation to review the playground audit, as well as  
117 the physical playgrounds, to make repair and reinstallation  
118 recommendations. It was the opinion of Mr. Hodges that the swings can be  
119 refurbished but the other components will need to be replaced. A proposal  
120 from Coast Recreation is forthcoming. It was the general consent of the Board  
121 of Directors to table further discussion on this item until the proposal is  
122 received.

Playgrounds

123  
124 The Board of Directors reviewed proposals submitted by Artistic  
125 Maintenance, to install new plants at 4801 Larwin Avenue at a total cost of  
126 one hundred twenty-three dollars (\$123.00). Following review and  
127 discussion, a motion was made by Karen Hesky and seconded by Don  
128 Moreau to approve the proposal as amended, reducing the price to one  
129 hundred nineteen dollars (\$119.00), per Exhibit B of the Landscape  
130 Maintenance Agreement. Furthermore, approval will be held until after June  
131 8, 2008, which was the deadline given to the homeowner to make the  
132 necessary repairs. The motion carried unanimously.

4801 Larwin Ave.

133

133 The Board of Directors reviewed a proposal submitted by Artistic  
134 Maintenance for planting and removals throughout the community at a total  
135 cost of one thousand three dollars (\$1,003.00). Following review and  
136 discussion, a motion was made by Judith Fischer and seconded by Karen  
137 Hesky to approve the proposal as amended, reducing the price to nine  
138 hundred sixty-seven dollars and seventy-five cents (\$967.75), per Exhibit B of  
139 the Landscape Maintenance Agreement. The motion carried unanimously.

140  
141 The Board of Directors reviewed a proposal submitted by Artistic  
142 Maintenance for planting and removals, based on the walk through of April  
143 29, 2008. Following review and discussion, a motion was made by Judith  
144 Fischer and seconded by Karen Hesky to approve the proposal as amended,  
145 reducing the price to one hundred fifty-seven dollars (\$157.00), per Exhibit B  
146 of the Landscape Maintenance Agreement. The motion carried unanimously.

147  
148 **Financials**

149 The Board of Directors reviewed the financial statement for the period  
150 ending April 30, 2008. Karen Hesky provided a Treasurer's Report to the  
151 membership. Following review and discussion, a motion was made by Karen  
152 Hesky and seconded by Judith Fischer to accept the financial statement as  
153 submitted, subject to audit. The motion carried unanimously.

154  
155 **New Business**

156 The Board of Directors reviewed an Action Without Meeting Resolution for  
157 repair of wader #1, which has a leak in the skimmer suction line  
158 under the deck near the handrail. A motion was made by Betsy-Ann Toffler  
159 and seconded by Don Moreau that the need for immediate action exists  
160 because there is a need to take immediate action and the need came to the  
161 attention of the Board after the Agenda was posted. The motion carried  
162 unanimously. Following review and discussion, a motion was made by  
163 Karen Hesky and seconded by Judith Fischer to approve the Action Without  
164 Meeting Resolution approving the repair of the wader at a cost of nine  
165 hundred fifty-nine dollars and fourteen cents (\$959.14). The motion carried  
166 unanimously.

167

167 The Board of Directors reviewed proposals to replace the chemical feeders  
168 and waders #1 and #2 to prevent discoloration of the new plaster. A motion  
169 was made by Betsy-Ann Toffler and seconded by Don Moreau that the need  
170 for immediate action exists because there is a need to take immediate action  
171 and the need came to the attention of the Board after the Agenda was posted.  
172 The motion carried unanimously. Following review and discussion, a motion  
173 was made by Karen Hesky and seconded by Betsy-Ann Toffler to approve the  
174 proposals submitted by Aquatic Balance at a total cost of one thousand three  
175 hundred four dollars and eighty-six cents (\$1,304.86). The motion carried  
176 unanimously.

177

178 The Board of Directors reviewed proposals submitted by Aquatic Balance to  
179 install automatic fillers on pool #2, wader #2, and pool #3 to prevent damage  
180 to the pools due to low water levels. A motion was made by Don Moreau  
181 and seconded by Karen Hesky that the need for immediate action exists  
182 because there is a need to take immediate action and the need came to the  
183 attention of the Board after the Agenda was posted. The motion carried  
184 unanimously. Following review and discussion, a motion was made by  
185 Karen Hesky and seconded by Don Moreau to approve the proposals  
186 submitted by Aquatic Balance at a total cost of seven hundred seventy-seven  
187 dollars and eighty cents (\$777.80). The motion carried unanimously.

188

189 The Board of Directors reviewed the contract for website services submitted  
190 by Community Road. A motion was made by Judith Fischer and seconded by  
191 Don Moreau that the need for immediate action exists because there is a need  
192 to take immediate action and the need came to the attention of the Board after  
193 the Agenda was posted. Following review and discussion, a motion was  
194 made by Judith Fischer and seconded by Karen Hesky to approve the  
195 contract as submitted. The motion carried unanimously.

196


197 **Adjournment**

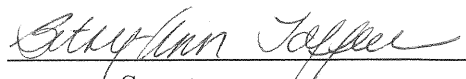
198 There being no further business to come before the Board, it was the general  
199 consent of the Board of Directors to adjourn the meeting at 8:58 p.m.

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204

**Attest**

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

Attest