

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
August 27, 2009**

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 August 27, 2009 at Clubhouse #2, Cypress, California. The Board President,  
4 Donald Moreau, called the meeting to order at 7:26 p.m. with a quorum of  
5 Directors present.

6

7 **Directors Present**

8 Donald Moreau, President

9 Brenan Cheung, Treasurer (retired from the meeting at  
10 approximately 8:50 p.m.)

11 Katie Bryson, Vice President

12 Judith Fischer, Director at Large

13

14 **Directors Absent**

15 Betsy-Ann Toffler, Secretary

16

17 **Also Attending**

18 Yamy Criblez, Accell Property Management, Inc.

19 Ramona Acosta, Accell Property Management, Inc.

20 Anthony Hernandez, Artistic Maintenance

21 Approximately seven (7) Homeowners

22

23 **Executive Session Meeting Topics**

24 In accordance with California Civil Code Section 1363.05, the Board notes that  
25 the following topics were discussed during an Executive Session Meeting held  
26 on August 27, 2009.

27 1. Executive Session Minutes from the June 25, 2009 and  
28 July 23, 2009 Meetings

29 2. Show Cause Hearings

30 3. Homeowner Request for Payment Plan

31 4. Assessment Collection Status Report submitted by Cane, Walker &  
32 Harkins LLP.

33 5. Correspondence from The Judge Law Firm

Executive Session

- 34 6. Custodial Contract with Experience Building Services  
35 7. Earthquake Insurance Proposal and Presentation by Prendiville  
36 Insurance Agency  
37 8. Statements of Accounts Preliminary to Levying of Liens for account  
38 numbers 114791 and 114606  
39

40 The foregoing resolution is executed pursuant to the general consent of the  
41 Board of Directors.

42

43 **Minutes**

44 The Board of Directors reviewed the Minutes from the June 25, 2009 Board  
45 of Directors Meeting. Following review and discussion, a motion was made  
46 by Judith Fisher and seconded by Katie Bryson to approve the minutes as  
47 amended. Donald Moreau abstained, as he was not present at the June  
48 meeting. The motion carried 3-0.

Minutes

49

50 The Board of Directors reviewed the Minutes from the July 23, 2009 Board  
51 of Directors Meeting. Following review and discussion, a motion was made  
52 by Donald Moreau and seconded by Katie Bryson to approve the minutes as  
53 amended. Judith Fischer abstained, as she was not present at the last meeting.  
54 The motion carried 3-0.

55

56 **Artistic Maintenance**

57 Anthony Hernandez of Artistic Maintenance was in attendance and presented  
58 a proposal in the amount of \$300.00 for concrete grinding in various areas in  
59 the community. Following review, a motion was made by Katie Bryson and  
60 seconded by Donald Moreau to approve the proposal as presented. The  
61 motion carried unanimously.

Concrete  
Grinding

62

63 An additional proposal was presented for the installation of society garlic  
64 outside 4802 Larwin in the amount of \$18.75. Following review, a motion was  
65 made by Donald Moreau and seconded by Judith Fischer to approve the  
66 proposal as presented. The motion carried unanimously.

Landscape  
Installation

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72	<b><u>Financials</u></b>	
73	The Board of Directors reviewed a taxpayer identification number	Tax
74	certification form, which required the signature of the Secretary. Following	Verification
75	review, <u>it was the general consent of the Board to table this matter, as Betsy-</u>	
76	<u>Ann Toffler, the Secretary, was not in attendance.</u>	
77		
78	The Board of Directors reviewed correspondence submitted by Merrill Lynch	Reserve
79	regarding the Association's reserve account. Following review, <u>it was the</u>	Account
80	<u>general consent of the Board to table this matter until further notice.</u>	
81		
82	The Board of Directors reviewed correspondence submitted by Management	Utility
83	regarding the Association's utility accounts. The Board was presented with	Accounts
84	the option to place all utility accounts on automatic debit. Following review, <u>a</u>	
85	<u>motion was made by Donald Moreau and seconded by Brenan Cheung to</u>	
86	<u>have the water, electric, gas and trash accounts placed on automatic debit.</u>	
87	<u>The motion carried unanimously.</u>	
88		
89	The Board of Directors reviewed the financial statements for the period	Financials
90	ending May 31, 2009 and July 31, 2009. Following review and discussion, <u>a</u>	
91	<u>motion was made by Brenan Cheung and seconded by Donald Moreau to</u>	
92	<u>accept the financial statements for the period ending May 31, 2009 and July</u>	
93	<u>31, 2009 subject to audit, with the condition that they be revised to apply</u>	
94	<u>accrued interest to line item 9370 (pool and spa equipment). The motion</u>	
95	<u>carried unanimously.</u>	
96		
97	<b><u>Board Actions</u></b>	
98	The Board of Directors reviewed proposals for wood repairs and exterior	Wood Repairs
99	painting throughout the community. Following review and discussion, <u>a</u>	And Exterior
100	<u>motion was made by Donald Moreau and seconded by Katie Bryson to</u>	Painting
101	<u>approve the proposal submitted by Arenas Painting, Inc. in the amount of</u>	
102	<u>\$214,200.00. The motion carried unanimously.</u>	
103		
104	The Board of Directors reviewed a proposal from Arenas Painting, Inc. for	Trash
105	wood repairs and/or replacement in the trash enclosures in the amount	Enclosure
106	of \$1,288.46. Following review and discussion, <u>a motion was made by Donald</u>	Repairs
107	<u>Moreau and seconded by Katie Bryson to approve the proposal as presented.</u>	
108	<u>The motion carried unanimously.</u>	
109		

110 The Board of Directors reviewed proposals for the preparation of the reserve  
111 study. Following review, a motion was made by Donald Moreau and  
112 seconded by Katie Bryson to approve the proposal submitted by Michael J.  
113 Ferrara, CPA, for a computer update at a cost of \$480.00. The motion carried  
114 unanimously.

Reserve  
Study  
Proposals

116 The Board of Directors reviewed proposals for the landscape maintenance in  
117 the community. Following review and discussion, a motion was made by  
118 Donald Moreau and seconded by Judith Fischer to approve the proposal  
119 submitted by Total Landscape Maintenance, Inc., at a cost of \$82,200.00  
120 annually. The motion carried unanimously.

Landscape  
Maintenance  
Contract

122 The Board of Directors discussed the non-compliance issue that homeowners  
123 are storing inoperable vehicles in their carports. Following discussion, the  
124 Board agreed to monitor these violations and take further actions if required.

Inoperable  
Vehicles

126 The Board of Directors reviewed the Lien Authorization Consent Calendar for  
127 Account numbers 114791 and 114606. Following review and discussion, a  
128 motion was made by Donald Moreau and seconded by Katie Bryson to  
129 approve the Consent Calendar for accounts: 114791 and 114606. The motion  
130 carried unanimously.

Consent  
Calendar

132 **Architectural Matters**

133 The Board of Directors reviewed the architectural application submitted by  
134 the Homeowner of 4636 Larwin for a fence replacement. Following review, a  
135 motion was made by Judith Fischer and seconded by Donald Moreau to  
136 approve the application as presented. The motion carried unanimously.

4636 Larwin

138 The Board of Directors reviewed the architectural application submitted by  
139 the homeowner of 4718 Larwin for a fence replacement. Following review, a  
140 motion was made by Donald Moreau and seconded by Judith Fischer to  
141 approve the application as presented. The motion carried unanimously.

4718 Larwin

143 The Board of Directors reviewed the architectural application submitted by  
144 the homeowner of 4834 Larwin for window installation. Following review, a  
145 motion was made by Judith Fischer and seconded by Katie Bryson to approve  
146 the application as presented. The motion carried unanimously.

4834 Larwin

148 Brenan Cheung retired from the meeting at 8:50 p.m.

149

150 **Homeowner Open Forum**

151 The following issue was discussed during the Homeowner Open Forum:

Open Forum

152 Pest control frequency and landscape maintenance. In addition, a homeowner

153 requested that a copy of the most recent financial statements be available to

154 the homeowners at meetings.

155

156 **Adjournment**

157 There being no further business to come before the Board, it was the general

Adjournment

158 consent of the Board of Directors to adjourn the meeting at 9:20 p.m.

159

160 **Attest**

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**President**

\_\_\_\_\_  
**Secretary**

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