

**Cypress Home Owners Association
Board of Directors Meeting Minutes
March 24, 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 March 24, 2016, Clubhouse #2, Cypress, California. John Russell, President, called
4 the meeting to order at 7:29 p.m., with a quorum of Directors present.

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6 **Directors Present**

7 John Russell, President
8 Brenan Cheung, Treasurer
9 Maria Delvaux, Secretary

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11 **Directors Absent**

12 None

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14 **Also Attending**

15 Dianna Campellone, Accell Property Management, Inc.
16 Two (2) Homeowners

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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 24, 2016:

Executive Session
Meeting Topics

- 22
23 1. Approval of the Executive Session Minutes from February 25, 2016
24 2. Show Cause Hearings for Non Compliance Matters
25 3. The Judge Law Firm Presentation regarding Delinquent Accounts
26 4. Review of Late Fee and Pre-lien Waiver Request
27 5. Review of Resolution to Foreclose for APN: 242-095-10
28 6. Review of The Judge Law Firm Correspondence
29 7. Review of Cane, Walker and Harkins, LLP Correspondence
30 8. Review of renewal of Retainer Fee Agreement submitted by Cane,
31 Walker and Harkins LLP

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33 The foregoing Resolution is executed pursuant to the general consent of the Board of
34 Directors.

35 **Minutes**

36 The Board of Directors reviewed the Minutes from the Board of Directors Meeting held
37 on February 25, 2016. Following review and discussion, Maria Delvaux made a
38 motion to approve the Minutes as presented. Brenan Cheung seconded the motion.
39 The motion carried unanimously.

Minutes

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41 **Board Actions**

42 The Board of Directors reviewed an Architectural Application submitted by
43 Wadley, 4588 Larwin Avenue for front door and security screen replacement.
44 Following review and discussion, Brenan Cheung made a motion to approve the
45 application as submitted. Maria Delvaux seconded the motion. The motion passed
46 unanimously.

4588 Larwin
Larwin

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48 **Financial Actions**

49 The Board of Directors reviewed a Memorandum submitted by Management regarding
50 FDIC Insurance Limit. Following review and discussion, Brenan Cheung made a
51 motion to move one hundred twenty-five thousand dollars (\$125,000.00) from City
52 National Bank to a twelve (12) month CD at Pacific Premiere Bank. Maria Delvaux
53 seconded the motion. The motion carried unanimously.

Bank Transaction
Resolution

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55 **Maintenance and Service Proposals**

56 The Board of Directors reviewed a proposal submitted by Patrol One regarding
57 summer pool patrol inspection services. Following review and discussion, the Board
58 agreed, by general consent to table further discussion to the May Meeting.

Patrol One
Summer
Patrol Services

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60 The Board of Directors reviewed a proposal for roof repairs at 4676 Larwin Avenue
61 submitted by Antis Roofing and Waterproofing, at a cost of one thousand eight
62 hundred fifty dollars (\$1,850.00). Following review and discussion, John Russell made
63 a motion to approve the proposal as submitted. Maria Delvaux seconded the motion.
64 The motion passed unanimously.

4676 Larwin
Avenue

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66 The Board of Directors reviewed a reimbursement request submitted by Nance, 4736
67 Larwin Avenue regarding a credit of termite treatment performed at his unit, in the
68 amount of four hundred forty-seven dollars and fifty cents (\$447.50). Following review
69 and discussion, the Board agreed, by general consent to approve a credit of two
70 hundred dollars (\$200.00) as a good will gesture contingent upon the approval of the
71 special assessment of termite fumigation project.

4736 Larwin
Avenue

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The Board of Directors reviewed a reimbursement request submitted by Dave Chamberlain, Team Chamberlain Realty Executives on behalf of Arena, 4681 Larwin Avenue regarding utility closet repairs in the amount of five hundred dollars (\$500.00). Following review and discussion, Maria Delvaux made a motion to deny the reimbursement request as the utility closet is homeowner responsibility. Brenan Cheung seconded the motion. The motion carried unanimously.

4681 Larwin
Avenue

The Board of Directors reviewed a Draft Audit submitted by VanDerPol and Company. Following review and discussion, the Board agreed, by general consent to table to the April Meeting. Management was directed to contact the auditor and request that the word "audit" be replaced with "financial review."

Draft Audit

The Board of Directors tabled the Financial Statements for the periods ending January 31, 2016 and February 29, 2016 to the April meeting.

Financials

The Board of Directors invited Judith Fischer to the meeting to thank her for her many years of service to the Association as a member of the Board of Directors.

Thank You

Brenan Cheung made a motion to appoint homeowner Jean Redfean to an open seat on the Board of Directors effective April 1, 2016. Maria Delvaux seconded the motion. The motion carried unanimously.

Board Member
Appointment

Open Forum

There were no topics discussed in Open Forum.

Open Forum

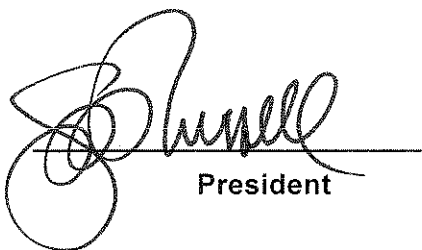
Adjournment

There being no further business to come before the Board of Directors, the Board agreed, by general consent to adjourn the Meeting at 9:27 p.m.

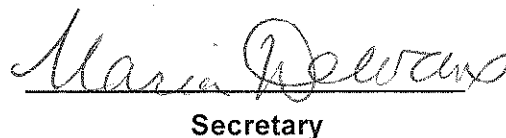
Adjournment

Attest

Attest



President



Secretary