

**BRENTWOOD HILLS HOMEOWNERS' ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING**

Monday, April 20, 2009  
7:00 p.m.

Brentwood Hills Swim and Tennis  
1512 Brentwood Hills Blvd.  
Valrico, FL 33594

**Board Members Present**

Joe LoPresti, President  
Ken Belsley, Treasurer  
Gerri Clifton, Secretary  
Chris Andrews, Director  
Stan Zemaitaitis, Director  
Rick Pitrowski, Communities of America

**Call to Order**

The Board Meeting was called to order by the president at 7:00 p.m. The secretary called the roll – five board members were present establishing a quorum. The proof of notice was posted 48 hours before the meeting. The motion was made by Ken Belsley and seconded by Chris Andrews to dispense with the reading of the March 16, 2009 minutes and approved as presented. The motion passed 5 to 0.

**President's Report**

Joe stated the reason regarding the missing boards from the fence after many residents inquired about what is happening with the repair of the fence. I tell them one thing – it is time and money, our budget and money is very tight and we cannot afford to do anything else. The fence is being repaired in steps – 1) the boards are removed, 2) the new boards are replaced and, 3) is painting of the replaced boards. This is a cost saving procedure because of time and money.

Joe stated that he has received a scroll/plan – a survey of our entire community from Sterling Management (our first management Company), as they have no further use for it. Joe will give the scroll/plan to COA for filing.

Discussion regarding the date of the Annual Membership Meeting if we should change the date from June 15<sup>th</sup> or send another mailing changing it to June 8<sup>th</sup>. It was decided to leave the Annual Membership meeting as scheduled. Ken Belsley and Elizabeth Hinkle are up for election this year.

**Treasurer's Report**

Rick stated the collections through the end of March is about a \$1,000 less than the third month of the last quarter. Not a big deal when you are looking at \$86,000, but it is better. Next month we will see that delinquency increase because it is the first month of the quarter and the April assessments are due, but you cannot count the prepaid accounts. The foreclosures continue to come in – received an large number because their had been a freeze put on during the Holidays that came off in February or March. The good news is that the Board is keeping a close rein on expenses and are under budget \$21,000 on the YTD through the first quarter. Ken asked Rick to explain the insurance renewal cost on the package, crime and umbrella policies and a breakdown on the cost. The Board wants to look at the insurance coverage before renewal each year. Ken requested back up paperwork on bad debt and contingency. Would like a copy of the monthly statements that are sent out.

**Management Report**

Rick presented the Board with a sample letter of the first delinquent assessment letter that goes out for our review. This will be discussed later under Old Business.

**ACC Committee**

No committee member available – Joe had a copy of the last ACC meeting and stated that the committee is doing a great job.

**Landscaping Committee**

Ron reported that he covers a couple of hours each week and bring it to the Boards attention. The tree on Lumsden where branches are falling off the tree and leaning on our property – we have a bid so need to get the tree removed.

**Social Committee**

We do not have a social committee because of no money to spend on social activities or the volunteers.

**Old Business**

**Fence** - The fencing is getting to be very expensive to maintain from the buying of the lumber and also the time consumed in labor. The fencing is approximately 18 to 19 years old and from Brentwood Blvd. to Lumsden, the fence on the west side is in horrible shape. On Brentwood Hills Blvd, the fence on the north side is far worse than on the south side. We are spending a large amount of money – for three months, the cost has been \$5,200 as of March 31th. The proposed plan

**Old Business** (continued)

is to put shrubs/hedges, after the fence is repaired, on Mt. Carmel and Brentwood Hills Blvd. where the fence is most visible. Joe stated that he would propose starting from Brentwood Hills Blvd south to Lumsden and then to Brentwood Hills Blvd., which is the most visible and then go to other locations as the money becomes available. Since this is such a large project, we are required to get three different bids on this project before proceeding.

**Delinquent Assessments** – At the last meeting we passed a motion regarding delinquent assessments and how we were going to handle them. After reviewing that motion, we voted again later to rescind that motion and now it should be part of the minutes. Motion made by Ken Belsley and seconded by Chris Andrews to rescind the vote stopping delinquent residents from using the pool. The motion passed 5 to 0. Rick to get a legal opinion regarding delinquent assessments before deciding how to proceed and then the board will decide on what action to take.

**New Business**

**CD Renewals** – Joe stated that we have a CD that is coming up for renewal at the end of the month and we have to decide what to do. Rick stated that the Director of Accounting at COA is putting together a program to ladder our CDs out twelve to eighteen months and renewing them on a regular basis each quarter and rolling them over. Rick to get information by next Monday and Joe will contact the Board – this was tabled until next Monday.

Joe submitted his resignation from the Board of Directors effective April 30, 2009. and asked the Secretary to read the resignation letter to the Board.

**Adjournment**

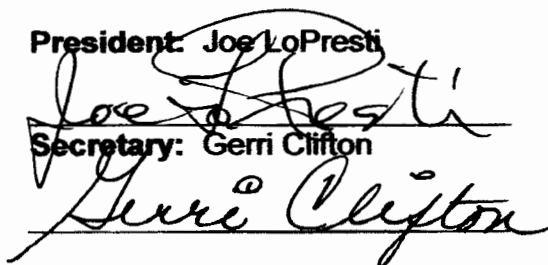
The motion was made by Gerri Clifton and seconded by Ken Belsley to adjourn at 9:10p.m. The motion was passed 5 to 0.

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**April 20, 2009 Board of Directors Meeting minutes approved by the Board.**

President: Joe LoPresti

Secretary: Gerri Clifton



The image shows two handwritten signatures in black ink. The first signature is for Joe LoPresti, written in a cursive style. The second signature is for Gerri Clifton, also in a cursive style. The signatures are positioned below their respective printed names.

**BRENTWOOD HILLS HOMEOWNERS ASSOCIATION, INC.**

**P.O. Box 2608**

**Valrico, FL 33595**

**(813) 685-6473**

**accounting@communitlesofamerica.com**

04/20/09

[REDACTED]  
[REDACTED]  
Valrico FL 33594

*For your information  
I've been the  
Board member  
for 10 years  
I've always  
paid my dues*

Re: [REDACTED]

Past Due: **\$144.61**

Please accept this reminder notice that your association assessment is past due.

Interest	\$0.58
Late Fees	\$25.00
Assessment	\$119.03
<hr/>	
Total:	\$144.61

You must bring your account current by paying the balance shown above within 15 days of the date of this letter. If your balance is not paid within 15 days, your file must be sent to the Association's attorney for collection. A summary of available payment options is included for your reference. Please note your account number on all payments to expedite processing.

Please contact the Association's management company, Communities of America, Inc., at (813) 685-6473 option #3 or at [accounting@communitiesofamerica.com](mailto:accounting@communitiesofamerica.com) if you have any questions. The Association is understanding of family emergencies and if warranted, a payment plan may be considered. However, if you do not call before it is turned over to the attorney, we will not be able to assist you or consider your situation.

If your account is placed with the attorney for collections, you will become responsible for substantial additional collection charges. You may be able to avoid these additional charges by contacting us immediately. In addition, your access rights to the Brentwood Hills Swim & Tennis facility will be suspended following the next Board of Directors meeting on the 3rd Monday of every month which will be held at 1512 Brentwood Hills Blvd. at 7:00 pm. In order to appeal the suspension of access, you must attend this meeting to address the Board of Directors.

Association Board of Directors

**REMEMBER: THIS IS THE ONLY NOTICE YOU WILL RECEIVE BEFORE THE FILE IS SENT TO THE ATTORNEY FOR COLLECTION AND LEGAL FEES ARE ADDED.**