

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting January 24, 2012 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Tom Leavitt at 7:07 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Chaplain Celerin, Paul Knauer, Elizabeth Hinkle and Robert Hilbert were also present. It was determined that a quorum was established. Doug Pinner from McNeil Management also attended.

2. Reading of Unapproved Minutes

The Board reviewed the prior meeting minutes as prepared by Manager.

On Motion: Duly made by Robert Hilbert, seconded by Elizabeth Hinkle and carried unanimously.

Resolve: To waive reading of the prior meeting minutes and approve them as presented.

3. Agenda Items

Architectural Committee: Tom Leavitt indicates that they have recently processed and approved 12 requests.

Social Committee: Patty Viruet reported that the Christmas event was a big success, over 60 kids participated. She extended the Association's thanks to the teenagers and other volunteers that helped out and to Mr. Hilbert for being a great Santa. The committee is looking for new members, is open to new event ideas, is getting good feedback from parents.

Board Positions: Tom Leavitt provided information regarding Class III board positions held by Paul Knauer and Elizabeth Hinkle which are expiring at coming annual meeting. He also indicated that Adam Bilbao is interested in returning to the board. Board discussed Adam's request and heard from him directly.

On Motion: Duly made by Elizabeth Hinkle, seconded by Paul Knauer and carried 4 in favor and 1 (Robert Hilbert) against.

Resolve: To appoint Adam Bilbao to fill the board position he had previously vacated.

Entry Signage: Paul will secure additional competitive bids for the desired entry signage for Board review.

Community Fence (near NW Corner of Community): The Board discussed the fence located along near the NW corner of the community. The fence is dilapidated and several sections are falling down. Several owners have complained about the condition of the fence. The Board discussed the options of removing or replacing the fence and decided that the it would not be worth the cost to replace said fence.

On Motion: Duly made by Chaplain Celerin, seconded by Robert Hilbert and carried unanimously.

Resolve: To remove the section of wood fence located near the NW corner of the community, adjacent to retention area and neighboring community.

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Financial & Management Reports: Manager presented the financial and management reports and responded to questions from the board members.

Perimeter Fencing: Adam Bilbao presented and explained his draft of the Fence Contract Requirements. The Board discussed the document and requested a few changes. Adam will incorporate the changes and email for Board review. He will also email an RFP for installation of entirely new fence plus a separate RFP for refurbish/replacement of existing fence.

Estoppel Fee Resolution: Board members reviewed and discussed the Estoppel Fee Resolution as recommended by the Association's attorney Robert Tankel.

On Motion: Duly made by Elizabeth Hinkle, seconded by Chaplain Celerin and carried unanimously.

Resolve: To adopt the Estoppel Fee Resolution as recommended by the attorney.

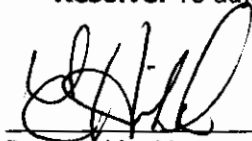
4. Open Session for Comments

The Board and Manager fielded general questions and comments from homeowners in attendance.

5. Adjournment

On Motion: Duly made by Elizabeth Hinkle, seconded by Chaplain Celerin and carried unanimously.

Resolve: To adjourn the meeting at 9:25 PM.



Prepared by Manager on behalf of Secretary