

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting May 21, 2012 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Tom Leavitt at 7:12 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Paul Knauer, Terrence Russell, Adam Bilbao and Robert Hilbert were also present. It was determined that a quorum was established. Doug Pinner from McNeil Management also attended.

2. Approval of Minutes

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

On Motion: Duly made by Paul Knauer, seconded by Terrence Russell and carried unanimously.
Resolve: To waive reading of the prior meeting minutes and approve them as presented.

3. Agenda Items

President Comments: Tom Leavitt announced that Alafia Handyman was selected to complete the repaving of the parking area. Tom thanked Adam Bilbao for his hard work on the fence project.

Landscaping: Golden Sun provided their landscaping report. Mulching has been completed; they plan to begin laying new sod again in the coming weeks and are killing off Bermuda grass now to prepare. They will email a list of shrubbery options for replacement at community entrances.

Architectural Committee: Miguel Viruet indicated that there had been 3 recent requests. All were approved.

Social Committee: Patty Viruet indicated that the committee is currently organizing activities for the summer. They had approximately 20 kids participate in the arts and crafts event for Mother's Day and got good feedback. The 1st movie of the summer took place on Friday and over 20 attended. A resident has volunteered to conduct a water aerobics class for residents only. The committee will look into this further.

Pine Forest Replanting: Robert Hilbert provided a brief update regarding the tree grant from the county. The Board asked Robert to investigate further regarding irrigation, tree placement, etc.

On Motion: Duly made by Robert Hilbert, seconded by Adam Bilbao and carried unanimously.
Resolve: To proceed with the tree grant for replanting pine trees.

Tennis Court Refurbishment: The Board reviewed the bids provided and had some final follow up questions for the participating vendors. Tom will meet with the vendors to confirm bid contents and the work to be done.

On Motion: Duly made by Adam Bilbao, seconded by Paul Knauer and carried unanimously.
Resolve: To authorize Tom Leavitt to approve one of the proposals provided for refurbishment of the tennis courts at a cost not to exceed \$17,000, following his meetings with the participating vendors.

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Community Fence (Tuscanny / Dew Bloom): The Board reviewed bids provided for cleanup of the retention area prior to fence install. The Board has some follow up questions for the vendors. Tom Leavitt will meet with the vendors to confirm the work to be done. The Board also discussed options for the type of fencing to be selected for the new fence. Follow up discussion will be held with the remaining vendors regarding the fence installation to confirm the content of their proposals.

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

Resolve: To authorize Tom Leavitt to approve one of the proposals provided for the cleanup of the Tuscanny/Dew Bloom retention area at a cost not to exceed \$3,300, following his meetings with the participating vendors.

On Motion: Duly made by Terrence Russell, seconded by Adam Bilbao and carried 4 in favor and 1 (Robert Hilbert) against.

Resolve: To move forward with replacement of fence at Tuscanny/Dew Bloom retention area.

On Motion: Duly made by Terrence Russell, seconded by Adam Bilbao and carried 4 in favor and 1 (Robert Hilbert) against.

Resolve: To authorize Tom Leavitt to approve one of the participating vendors' bids for replacement of the fence at Tuscanny/Dew Bloom retention area with a tan, non wood grain, PVC/vinyl fence at a cost not to exceed \$22,000, pending final evaluation of vendor responses.

Board Vacancy: The Board considered the information shared by the candidates.

On Motion: Duly made by Robert Hilbert, seconded by Terrence Russell and defeated 2 in favor and 3 against.

Motion: To appoint Miguel Viruet to fill the vacant Board position.

On Motion: Duly made by Paul Knauer, seconded by Adam Bilbao and defeated 2 in favor and 3 against.

Motion: To appoint Steve Calkins to fill the vacant Board position.

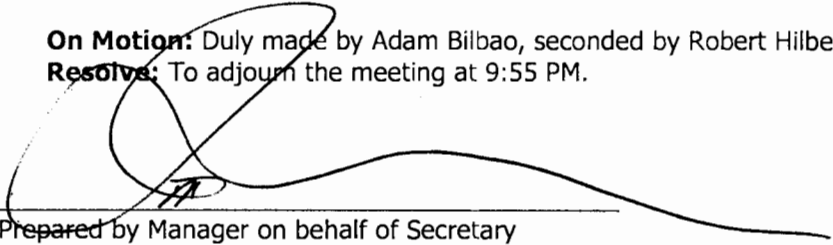
Financial & Management Reports: Manager presented the financial and management reports and responded to questions from the board members.

4. Open Session for Comments – None

5. Adjournment

On Motion: Duly made by Adam Bilbao, seconded by Robert Hilbert and carried unanimously.

Resolve: To adjourn the meeting at 9:55 PM.


Prepared by Manager on behalf of Secretary