

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting May 14, 2013 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Tom Leavitt at 7:05 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Adam Bilbao, Steve Calkins, Chaplain Celerin and Rick Vogt 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 April 2013 meeting minutes as prepared by Manager.

On Motion: Duly made by Adam Bilbao, seconded by Rick Vogt and carried unanimously.

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

3. Committee Reports

Landscaping: Tom has been pointing out deficiencies to Golden Sun. Board will be discussing landscape maintenance proposals from other vendors later in this meeting.

Architectural: Tom indicates all pending requests to date have been reviewed, some were unfortunately delayed due to lack of Architectural Committee volunteers, Board is seeking volunteers to re-establish the committee.

Staff: Board is continuing to monitor pool staff hours and schedules. Handyman is completing all of the general onsite repairs and the Board is very pleased with the work.

4. Financial Business

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

5. Business Operations

Fence: The fence contractor has started replacing fencing at the north end of Mt. Carmel at retention pond. Project is on autopilot, doing well and not being rushed.

Playground: Adam says the new swing set frame has been installed, brackets that arrived with swing set were wrong size, installer waiting on correct brackets to complete install. Minor erosion is appearing around poles at new playground, vendor (APark) will inspect for issues.

Signs: Tom said holding off on landscape upgrades near interior signs until new landscape contractor is in place. Some minor work is being done to improve things in the interim.

Newsletter: Next newsletter planned for end of May 2013, will mention pool safety, community project updates, enforcement activities, widespread issues, etc.

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Preferred Vendor: The Board discussed the work consistently being provided by vendor SAKS. They are very pleased with response, pricing, quality, etc.

On Motion: Duly made by Adam Bilbao, seconded by Rick Vogt and carried unanimously.

Resolve: To add SAKS to the preferred vendor list.

Landscape Contract: Board reviewed landscape maintenance proposals submitted by three (3) new vendors. Board will follow up with vendors to ask additional questions as needed. Board discussed intention to have current contract terminated and new contract begin July 1, 2013.

On Motion: Duly made by Rick Vogt, seconded by Adam Bilbao and carried unanimously.

Resolve: To send termination notice to Golden Sun to terminate contract as of June 30, 2013.

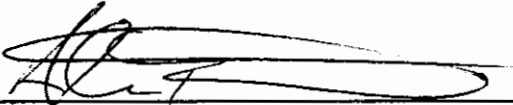
Owner Request – Facility Usage: Board would like to schedule meeting with owner to discuss activities in detail.

6. **Open Session for Comments** – Board responded to questions from owners in attendance.

7. Adjournment

On Motion: Duly made by Steve Calkins, seconded by Adam Bilbao and carried unanimously.

Resolve: To adjourn the meeting at 9:30 PM.



Prepared by Manager on behalf of Secretary