

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting August 20, 2013 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Tom Leavitt at 7:08 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 June 2013 and July 2013 meeting minutes as prepared by Manager.

On Motion: Duly made by Rick Vogt, seconded by Chaplain Celerin and carried unanimously.

Resolve: To waive reading of the June 2013 meeting minutes and approve them as presented.

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

Resolve: To waive reading of the July 2013 meeting minutes and approve them as presented.

3. Committee Reports

Landscaping: The new contractor (Austin Outdoor) would like to meet/talk briefly with the Board during the next regular meeting. Per Carlos, it appears that the flowers are being disturbed/removed by the sandhill cranes in the area. Carlos is trying to make sure that the mowers avoid hitting the new fencing while mowing. They are onsite on Mondays for cutting and Tuesdays for detailing. They continue to adjust the mower sizes in use to provide better mowing in median areas. Manager will follow up with Carlos regarding irrigation report and needed repairs as well as quotes for landscape upgrades at monument/signage areas.

Architectural: Tom asked that other participants please respond in a timely manner to confirm approval/denial of incoming requests.

Social: The committee will need to plan for garage sale on 2nd Saturday in October, holiday party on December 14th, movie nights weekly on Friday nights at 7:30pm, etc.

Onsite Staff: The staff is doing well. Rapid Staffing is being very responsive. Some staff members now able to handle the pool cards. Helping staff get up to speed with procedures for setup of movie nights, meetings, etc.

4. Financial Business

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

5. Business Operations

BBQ: Tom said it went well, learned some things to do better next time, will document some ideas, staff did well, ice machine would be something to consider.

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Fence: Project moving forward, all is well, finished will all approved sections to date. Received proposals for next 2 sections (East Lumsden & West Lumsden). Board agreed that it is time to move forward with install on East Lumsden. Install to take place in October/November 2013.

Reserve Study Update: Board accepted updates to reserve study as presented.

On Motion: Duly made by Adam Bilbao, seconded by Chaplain Celerin and carried four (4) in favor and (1 – Steve Calkins) against.

Resolve: To accept the reserve study updates as presented by Reserve Advisors, Inc.

Pool Hours: Pool hours will be adjusted as of September 3, 2013 in conjunction with start of school. New hours will be as follows:

Lap Swimming Only (with prior authorization) – Sun-Sat – 6:00 a.m. – 9:00 a.m.

Open Swimming for Sun-Thurs – 9:00 a.m. – 8:00 p.m.

Open Swimming for Fri & Sat – 9:00 a.m. – 10:00 p.m.

Staff Hours: Tom will be working to come up with new schedule.

New County Trash Containers: The Board and manager discussed the new, larger trash containers being provided by the county. The Board agreed that existing rules must still apply regardless of container size. New containers must still be kept out of view when not out for pickup on collection days.

Newsletter: Rick working with vendor to finalize newsletter, wants everything submitted for inclusion by August 30, 2013.

Pool Refurbishment: Tom and Adam will work with vendor SAKS to develop specs for the work to be completed. Pool refurbishment is tentatively planned for Fall 2013. Once specs are finalized, manager will send them out to several vendors to provide bids.

Purchase Policy: Rick shared his initial thoughts regarding changes to the Purchasing Policy and initiated discussion with Board. Rick asked that each board member provide him their input and ideas regarding limits, prior approval, requirements, etc.

Soccer Goals: New goals have been ordered and will be delivered to facility. Steve Calkins will be coordinating delivery and placement of new goals.

Radar Signs: Per Adam, signs still to be ordered, will work with SAKS for installation of new signs.

LSV: Per Tom, he is working with Jeff at Jeffrey Allen, asking for them to take a look at LSV and provide estimate of value, possibly sell it back to them.

Facility Use: Board reviewed requests from multiple groups interested in using facilities.

On Motion: Duly made by Rick Vogt, seconded by Steve Calkins and carried four (4) in favor and (1 – Adam Bilbao) abstained due to conflict of interest.

Resolve: To approve Community Fit Club for use of the facilities as requested.

On Motion: Duly made by Rick Vogt, seconded by Chaplain Celerin and carried four (4) in favor and (1 – Steve Calkins) against.

Resolve: To approve LLT Academy for use of the facilities as requested, Tom to determine fee per game.

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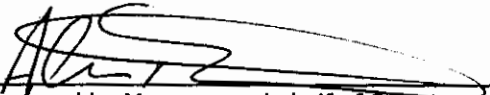
Security System Changes: Rick shared preliminary information regarding proposals for hardware racks, monitors, etc.

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

7. Adjournment

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

Resolve: To adjourn the meeting at 9:33 p.m.



Prepared by Manager on behalf of Secretary