

# BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

## Board of Directors Meeting December 17, 2013 Meeting Minutes

### 1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Tom Leavitt at 7:09 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Steve Calkins, Gerri Clifton 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 prior meeting minutes as prepared by Manager.

**On Motion:** Duly made by Rick Vogt, seconded by Gerri Clifton and carried unanimously.  
**Resolve:** To waive reading of the meeting minutes and approve them as presented.

### 3. Committee Reports

**Landscaping:** Austin Outdoor is working to improve communication with Board and manager. Board has asked that they provide timely status updates for ongoing efforts and an ETA on special projects.

### 4. Financial Business

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

### 5. Business Operations

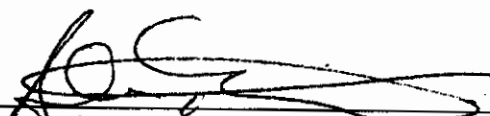
**Year End Review:** Tom presented a highlight of the accomplishments throughout the year in areas such as staffing, fencing, landscaping, signage, etc. HOA is pleased with what has been achieved and excited to continue with additional projects.

**Movie Nights:** Board decided to put movie nights on hold for now, may start again in March 2014.

### 6. Open Session for Comments – None.

### 7. Adjournment

**On Motion:** Duly made by Rick Vogt, seconded by Gerri Clifton and carried unanimously.  
**Resolve:** To adjourn the meeting at 8:50 p.m.

  
Prepared by Manager on behalf of Secretary