

# BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

## Board of Directors Meeting November 18, 2014 Meeting Minutes

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

The meeting was called to order by President, Tom Leavitt at 7:06 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Gerri Clifton, Steve Calkins 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 Gerri Clifton, second by Steve Calkins and carried unanimously.

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

### 3. Committee Reports

**Landscape:** Tom working with Austin Outdoor on several items such as tree trimming, test plants for end caps and arrangements for pine forest.

**Social:** Gerri meeting with Kevin Johnson tomorrow regarding holiday lights. Party gift bags are already purchased, but still need to get hot chocolate, cookies, etc. They are suspending the Painting for Pleasure events until springtime due to weather conditions and amenity renovations.

**Staff:** Tom is working with onsite staff member Amy to determine if she is capable of assuming a leadership position.

### 4. Financial Business

**Financial & Management Reports:** Manager presented the financial and management reports and responded to questions from the board members and homeowners. Manager will ask attorney for EOY 2014 collection totals and email report to Board.

### 5. Business Operations

**Security Cameras:** Rick said that PTZ cameras are now working, control board bad on one camera, working with Dynamark on final repairs.

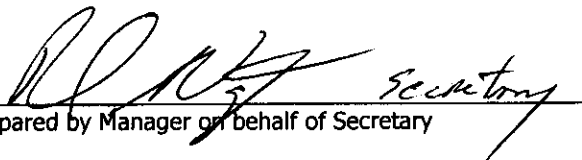
**Newsletter:** Rick is planning to have the next newsletter to Manager by end of November for distribution.

### 6. Open Session for Comments – Board and Manager responded to questions from attendees.

### 7. Adjournment

**On Motion:** Duly made by Steve Calkins, second by Rick Vogt and carried unanimously.

**Resolve:** To adjourn the meeting at 8:27 p.m.

  
Prepared by Manager on behalf of Secretary