

# BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

## Board of Directors Meeting February 15, 2016 Meeting Minutes

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

The meeting was called to order by Vice President, Rick Vogt at 7:03 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Gerri Clifton, Dove Swinsky and Suzette Foister were also present. It was determined that a quorum was established. Doug Pinner from McNeil Management was also in attendance.

### 2. Approval of Minutes

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

**On Motion:** Duly made by Gerri Clifton, second by Dove Swinsky and carried unanimously.

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

### 3. Sturch Design Group Presentation

Tom Sturch from Sturch Design Group shared some of his background as a design engineer and presented a general overview of the design process and expectations for the new exterior entry monuments and signs. He presented some photos of the existing monuments and entry signs along with examples from other communities. He proposed some initial thoughts regarding the placement of the new monuments. He also shared his recommendations regarding the association completing ALTA surveys of the properties in question.

**On Motion:** Duly made by Suzette Foister, second by Dove Swinsky and carried unanimously.

**Resolve:** To approve the proposal from Mooney Associates for conducting the ALTA surveys on the four (4) properties in question.

### 4. Committee Reports

**Social:** The Egg Hunt is scheduled for Saturday, March 26<sup>th</sup> from 11:00am – 1:00pm, the Spring yard sale is scheduled for Saturday, May 7<sup>th</sup>, the Halloween party is set for Saturday, October 29<sup>th</sup> and the Christmas party is set for Saturday, December 10<sup>th</sup>. The recent Kids Craft day was cute and fun, with 5 kids who participated. Hoping for better participation in the future, working to get word out sooner and have more frequent events so residents become more involved.

**Yard of Month:** The Yard of Month (YOM) signs have been created and are ready for use. The committee will begin nominating viable candidates in March and will work with onsite staff on distribution of awards.

**ACC Guidelines:** Dove indicates that 1<sup>st</sup> draft has been written and is being reviewed by committee.

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## 5. Financial Business

**Financial & Management Reports:** Manager presented the financial and management reports and responded to questions from the board members and homeowners. Board reviewed violation report and discussed the units that are ready for legal enforcement action.

**On Motion:** Duly made by Rick Vogt, second by Dove Swinsky and carried unanimously.

**Resolve:** To move the five (5) additional lots to the attorney as discussed.

## 6. Business Operations

**Pool Hours:** Pool hours will change as of March 13<sup>th</sup> to close at 8:00pm except on Friday Movie Night when it will close at 10:00pm. Pool opening times will remain the same.

**Splash Pad:** Permit being extended to allow time for completion of remaining punch list items and final inspection by county.

**Grill Area:** Grill area cover/roof is on order, hoping to have it completed by April 1<sup>st</sup>, vendor will also take care of repairs at tennis courts and soccer goals.

**Security System:** Rick is now working with Secure Link to finalize camera upgrades and transition all video, access, network and computer systems into routine maintenance agreement with JABX.

**Perimeter Fence:** Fence Outlet has placed order for replacement fence, waiting on completion of order and will begin to schedule the work over the coming months.

**Newsletter:** Rick will be preparing the next newsletter to go out no later than March 1<sup>st</sup>.

**7. Open Session for Comments** – Board and Manager responded to questions from attendees.

## 8. Adjournment

**On Motion:** Duly made by Gerri Clifton, second by Dove Swinsky and carried unanimously.

**Resolve:** To adjourn the meeting at 9:02 p.m.

  
Prepared by Manager on behalf of Secretary