

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting November 21, 2016 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Rick Vogt at 7:02 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Tom Leavitt, Gerri Clifton, Chaplain Celerin, Mark Braverman and Dove Swinsky were also present. It was determined that a quorum was established. Doug Pinner from McNeil Management was also in attendance. Rick instructed attendees regarding appropriate meeting protocol.

2. Approval of Minutes

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

On Motion: Duly made by Tom Leavitt, second by Chaplain Celerin and carried unanimously.

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

3. Presentations

Mr. Coffee Concierge - Mia Small: Mia Small with Mr. Coffee Concierge presented a highlight of their onsite beverage service, which the association could consider using during community events. They explained how the process works and provided some examples of the typical event pricing and procedures. They also provided made-to-order beverages for everyone in attendance at the meeting as a demonstration of their service.

JABX – Adam Bilbao: Prior to the presentation, Rick Vogt explained his reasoning behind his request to have Adam Bilbao with JABX, present recommendations regarding possible upgrades to the current entertainment system. While the current system has provided a very basic functionality required for movie nights or special events, it has proved cumbersome, unreliable and inflexible as the usage has increased. Rick would like the association to consider upgrading to a system that is more usable, better quality and multi-functional. After Rick's introduction, Adam presented his recommendations regarding upgrades to every aspect of the entertainment system and the benefits of the suggested upgrades. Adam responded to questions from board members and homeowners.

4. Committees

Social: Gerri indicated that the Santa visit is scheduled to occur from 6p-8p during the holiday party. The committee will be decorating the entrances from 10a-2p on December 3rd and will be decorating the pavilions at 6p on December 9th.

YOM: Dove reported that the last group of awards was given out for Halloween decorations. The committee went door to door for feedback and everyone seemed excited. The awards for holiday decorations will be given out 1 week before Christmas. Dove noted that she is not getting much participation or nominations from other members. The committee will meet again in February to discuss continuation of the program in 2017.

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ACC: Dove reported that at their last meeting, the committee had reviewed/discussed the guidelines but had not reached a final decision, so will continue its review. The committee approved for one member to survey homeowners door to door regarding their desire to switch from tile roofs to shingles and presented decision to board for consideration.

On Motion: Duly made by Rick Vogt, second by Mark Braverman and carried unanimously.

Resolve: To deny the ACC's proposal to conduct survey regarding tile vs. shingles.

5. Financial Business

Financial & Management Reports: Manager presented the financial and management reports and responded to questions from the board members and homeowners. Manager suggested rollover of surplus operating funds into reserve account prior to end of year.

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

Resolve: To transfer \$150,000 surplus from operating account into reserve account before EOY.

6. Business Operations

Dog Stations: Board reviewed recommendations from homeowners for 20 additional doggy stations to be installed throughout the community.

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

Resolve: To approve the purchase and installation of 10 additional doggy stations.

Amenity Roofing: Board reviewed roofing proposals from all participating vendors.

On Motion: Duly made by Chaplain Celerin, second by Mark Braverman and carried unanimously.

Resolve: To approve the Shingle Masters proposal, including all available options.

Pine Forest: Mark provided an update regarding his conversations with several companies that handle these types of forest replanting projects. They shared lots of ideas and suggestions, some conflicting with others. Some suggested a possible failure due to presence of Bermuda grass in the area to be planted. Mark recommends having Capital Land Management remove all interior trees and all dead perimeter trees to make way for plantings. Mark also asked the board to consider moving forward with replanting effort immediately following clearing of forest area and to pre-approve a follow up plan should the plantings show signs of failure come the spring/summer of 2017. This was a suggestion in an effort to ensure planting of the forest 2018.

On Motion: Duly made by Mark Braverman, second by Tom Leavitt and carried unanimously.

Resolve: To approve \$1800 for CLM to remove all interior cypress trees and all dead perimeter cypress trees from forest area.

On Motion: Duly made by Mark Braverman, with no second.

Motion Failed: To approve \$3900 to replant forest area now and pre-approve the full plan, should the current planting fail by spring/summer.

On Motion: Duly made by Mark Braverman, second by Chaplain Celerin and carried by a vote of 4 in favor and 1 abstention.

Resolve: To approve \$6500 for full reforestation plan in 2018.

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Outdoor Entertainment System: Rick presented the proposal(s) from JABX, as described earlier in the meeting, for a new outdoor entertainment system at amenity area.

On Motion: Duly made by Tom Leavitt, second by Dove Swinsky and carried unanimously.

Resolve: To approve the JABX proposal(s) for installation of new outdoor entertainment system at amenity area.

7. Other Business

Homeowner Comments: – Board and Manager responded to questions from attendees.

8. Adjournment

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

Resolve: To adjourn the meeting at 10:15 p.m.



Prepared by Manager on behalf of Secretary