

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting October 15, 2018 Meeting Minutes

1. Call to Order - Certifying of Quorum

The meeting was called to order by Tom Leavitt at 7:00 p.m. The affidavit of mailing was presented as certification of timely meeting notice and the signs were also posted. Directors Olin Barnett, Charlie Leo, Gerri Clifton, Mark Braverman and Paul Pamrow were also present. It was determined that a quorum was established. Doug Pinner and Jennifer Conti represented McNeil Management.

2. Approval of Minutes

The Board reviewed the prior meeting minutes.

On Motion: Duly made by Gerri Clifton, second Olin Barnett and carried unanimously.

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

3. Financial/Management Reports

Manager presented the financial and management reports and responded to questions.

Tom presented his recommendations regarding escalating additional lots for legal enforcement. Tom will email list of recommended units to Manager.

On Motion: Duly made by Gerri Clifton, second Olin Barnett and carried unanimously.

Resolve: To proceed with legal enforcement action on the list of units as provided by Tom.

4. Committee Reports

Social: Gerri stated that the social committee has started Friday Movie Night at the pool with popcorn and drinks and Football for all residence to come watch on Sunday. The garage sale was successful, but not as well as in the past. The committee plans to have Santa visit on December 15th. The committee would like to invest in some new holiday decorations to use at the new monuments.

ACC: Olin said everything is going well and running smoothly.

Staffing: The three staff members are splitting the shifts and seem to be working well together. The pool will be closing Monday – Thursday at 8pm. Fridays – Sunday it will close at 10pm.

5. **Budget:** The Board reviewed and discussed the proposed 2019 Budget and assessment and discussed changes to several budget items.

On Motion: Duly made by Mark Braverman, second by Gerri Clifton and carried unanimously.

Resolve: To approve the proposed assessment and budget with changes to staffing and landscape maintenance as discussed.

6. Business Operations

CLM Irrigation Repair: Board discussed CLM irrigation repair and requested further information on the upgrade. Board would like to know the difference and the features of the newer version.

On Motion: Duly made by Mark Braverman, second by Gerri Clifton and carried unanimously.

Resolve: To approve CLM Irrigation repair pending further investigation and Tom's judgment regarding CLM's response.

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Accurate Drilling Invoice: Board reviewed proposal from Accurate Drilling regarding the pump controller.

On Motion: Duly made by Olin Barnett, second by Paul Pamrow and carried unanimously.

Resolve: To approve payment of Accurate Drilling invoice pending Olin's confirmation of completion.

Sav-a Buc- Algae Treatment: Board reviewed proposal from Sav-A-Buc regarding black algae treatment to be done in February. Board would also like the pool vendor to take care of any issues with the pool lights or other pool elements as needed, while the pool is drained.

On Motion: Duly made by Olin Barnett, second by Gerri Clifton and carried unanimously.

Resolve: To accept Sav-A-Buc's proposal for black algae treatment.

Forest: Mark reported that the pines are growing nicely, maple trees and other hardwood trees are not doing as well. Landscapers are still not mowing to the Board's expectations. Board will request a meeting with CLM to discuss the forest and other various items.

Tree Work: Board reviewed the proposal from preferred vendor Panorama to prune trees throughout the community. Board asked Manager to seek additional proposals from CLM and another vendor for comparison.

Parking Area Paving: Board requested proposal for repaving the parking area at the clubhouse per the reserve study.

7. Board Comments

Security Cameras: Gerri informed the board that cameras 12 & 7 were not working. Tom will discuss with JABX for resolution.

Tree Overhanging Community Fence: Charlie indicated that there is a tree at 1611 Sand Hollow that is hanging over the HOA fence along Lumsden Rd.

Laptop: Olin discussed the possibility of HOA purchasing a laptop for his use at ACC meetings etc.

On Motion: Duly made by Olin Barnett, second by Charlie Leo, and defeated by a vote of 3 in favor and 3 against.

Motion Defeated: To purchase a laptop for Olin's use at ACC meetings, etc.

8. Adjournment

On Motion: Duly made by Mark Braverman, second by Paul Pamrow and carried unanimously.

Resolve: To adjourn the meeting at 9:36 p.m.


Prepared by Manager on behalf of Secretary