

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting November 16, 2009 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Ken Belsley at 7:06 p.m. Manager displayed an affidavit of mailing as proof that proper meeting notice was mailed to all owners at least fifteen (15) days prior to the meeting. Directors Stan Zemaitatis, Chris Andrews, Lisa Prather, Dan Lasher, Terrence Russell and Elizabeth Hinkle also attended. It was determined that a quorum was established. Doug Pinner from McNeil Management and Association attorney Robert Tankel, P.A. were also present.

2. Reading of Unapproved Minutes

The Board reviewed meeting minutes from November 2, 2009. October meeting minutes were not yet available but will be reviewed at December meeting.

On Motion: Duly made Chris Andrews, seconded by Elizabeth Hinkle and carried unanimously.

Resolve: To approve the November 2, 2009 meeting minutes as presented.

3. Agenda Items

County Mini Grant: Ken Belsley indicated that Hillsborough County has awarded a grant to the HOA for the purpose of providing soccer equipment. Ken Belsley will follow up with the county regarding additional details and to complete the process.

Homeowner Account Balances: Manager explained that a large number of homeowner account statements received from COA indicate very small balances due to what appears to be interest charges automatically generated on owner accounts although routine assessments have been paid. The new system will not generate these interest charges until appropriate to do so. Manager recommends clearing these minor charges to prevent paid owner accounts from appearing on the delinquent account list. Board discussed this option and agreed that the small amounts in question should be written off to clean up the accounting records.

On Motion: Duly made Lisa Prather, seconded by Terrence Russell, vote carried 6-0, Elizabeth Hinkle abstained.

Resolve: To write off the small owner balances in question to clean up the accounting records.

Manager also explained that One Hundred One (101) owner accounts are in a substantial prepaid status and should also be reimbursed. Five (5) of these accounts have prepaid amounts of greater than \$500. Manager suggests applying these large credit balances forward to fully cover the upcoming 2010 assessment payments for these specific owner accounts and then reimbursing the remainder to each of these specific owners. Board discussed and agreed on this approach. Manager to create and mail reimbursement checks as appropriate.

On Motion: Duly made Dan Lasher, seconded by Lisa Prather and carried unanimously.

Resolve: To apply prepaid owner account balances greater than \$500 to those owners' 2010 annual assessments and reimburse all remaining prepaid amounts to their respective owners as appropriate.

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Attorney Collection Process: HOA attorney Robert Tankel, P.A. conducted a presentation/review of the assessment collection process conducted by his firm. Mr. Tankel detailed the steps of the assessment collection process from the initial assessment notice throughout lien foreclosure. He also provided his recommendations regarding the aggressive collection of assessments, the handling of Bad Faith mortgage foreclosures and possible receivership opportunities.

2010 Budget Discussion: The Board reviewed the proposed 2010 budget.

On Motion: Duly made Dan Lasher, seconded by Elizabeth Hinkle and carried 6-1, Stan Zemaitatis against.

Resolve: To reduce the 2010 Annual Assessment to \$472.00/unit to be collected over 4 equal, quarterly payments of \$118.00/unit.

Presidents Report: President, Ken Belsley presented information regarding recent, board approved expenditures for a nail gun, nails, water heater, etc. The board responded to questions from the floor, all issues resolved.

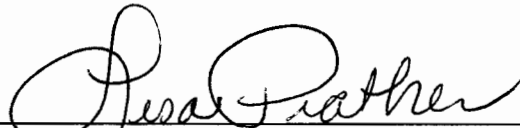
4. Open Session for Comments:

The Board and Manager responded to general questions from owners in attendance.

5. Adjournment

On Motion: Duly made by Lisa Prather, seconded by Chris Andrews and carried unanimously.

Resolve: To adjourn the meeting at 9:15 PM.



Prepared by Manager on behalf of Secretary