

# BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

## Board of Directors Meeting September 19, 2011 Meeting Minutes

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

The meeting was called to order by President, Tom Leavitt at 7:03 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Chaplain Celerin, Terrence Russell, Elizabeth Hinkle, Paul Knauer and Robert Hilbert were also present. It was determined that a quorum was established. Doug Pinner from McNeil Management also attended.

### 2. Reading of Unapproved Minutes

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

**On Motion:** Duly made by Elizabeth Hinkle, seconded by Chaplain Celerin and carried unanimously.

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

### 3. Agenda Items

**Landscape Committee:** Terrence Russell provided a brief landscape report. Landscaper catching up on outstanding tasks, replacing failed sod at own expense, killing other areas to prepare for sod additional replacement.

**Social Committee:** Patty Viruet reports that the community movie night continued to be a success. The recent BBQ had over 300 in attendance; all food was eaten, carnival games for the kids, teens helped out, very successful. The committee will be setting a date for fall garage sale.

**Perimeter Fence:** Adam Bilbao was not available to provide an update.

**Pool & Amenity Area:** Tom Leavitt reported that the pool motor(s) have been replaced, some of the security camera equipment is out for repair, the LSV is having some issues which are being repaired under warranty, more chairs and tables are on order for the pool deck, new ceiling fans and lights are being installed in pavilion, new switches and lights in bathrooms.

**On Motion:** Duly made by Terrence Russell, seconded by Chaplain Celerin and carried unanimously.

**Resolve:** To extend the pool hours through the 3<sup>rd</sup> week of October.

**Soccer Field:** Paul Knauer waiting to receive final quote(s) from sign vendors for new signs and waiting on response from all board members following their review of the draft soccer field rules previously provided by Tom Leavitt.

**Security System Upgrades:** Manager will work with Miguel and vendor to produce potential set of specs for bidding process.

**Financial & Management Reports:** Manager presented the financial and management reports and responded to questions from the board members.

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**Rules Enforcement:** Board and Manager discussed the next steps of the rules enforcement process. Tom Leavitt stressed the need for legal actions to be undertaken as planned and as needed against homeowners with persistent violations who have failed to respond to the Association and/or cure the violations per the governing documents.

**On Motion:** Duly made by Terrence Russell, seconded by Paul Knauer and carried unanimously.

**Resolve:** To pursue legal enforcement actions as needed on a cumulative total of up to ten (10) violating lots at any given time.

#### 4. Open Session for Comments

The Board and Manager fielded general questions and comments from homeowners in attendance.

#### 5. Adjournment

**On Motion:** Duly made by Elizabeth Hinkle, seconded by Robert Hilbert and carried unanimously.

**Resolve:** To adjourn the meeting at 8:45 PM.



Prepared by Manager on behalf of Secretary