

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting October 17, 2011 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Tom Leavitt at 7:06 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 fall garage sale is coming up this weekend. Following the sale, the committee will begin planning for the holiday events.

Community Updates: Tom Leavitt provided general updates on various projects such as the fence, grants, trees and landscaping.

Soccer Field: Paul Knauer presented vendor bids for large soccer field signage.

On Motion: Duly made by Robert Hilbert, seconded by Chaplain Celerin and carried 4 in favor 1 against and Elizabeth Hinkle abstained because vendor is her parents neighbor.

Resolve: To accept the bid from Signs By Mineo for creating the soccer field signs.

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.

Security System Upgrades: Miguel working with 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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2012 Budget/Assessment: Board discussed the proposed 2012 Annual Budget and Assessment and considered various options and amounts.

On Motion: Duly made by Robert Hilbert, no second received, motion defeated.

Motion: To set 2012 Budget/Assessment at same amount as 2011 Budget/Assessment.

On Motion: Duly made by Elizabeth Hinkle, seconded by Paul Knauer but tied with 3 in favor (Paul, Elizabeth, Chaplain) and 3 against (Tom, Terrence, Robert).

Motion: To approve the proposed 2012 Budget/Assessment with the 10% increase in assessment.

On Motion: Duly made by Terrence, no second received, motion defeated.

Motion: To set 2012 Budget/Assessment at a 20% increase over 2011 Budget/Assessment.

On Motion: Duly made by Elizabeth Hinkle, seconded by Paul Knauer and carried with 4 in favor (Paul, Elizabeth, Chaplain, Tom) and 2 against (Terrence, Robert).

Resolve: To approve the proposed 2012 Budget/Assessment with the 10% increase in assessment.

2012 Annual budget and Assessment approved at \$155/qtr per lot or \$620/yr per lot.

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 8:30 PM.



Prepared by Manager on behalf of Secretary