

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting October 16, 2012 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Tom Leavitt at 7:39 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Terrence Russell, Adam Bilbao and Robert Hilbert were also present. It was determined that a quorum was established. Doug Pinner from McNeil Management also attended.

2. Approval of Minutes

The Board reviewed the September 2012 meeting minutes as prepared by Manager.

On Motion: Duly made by Adam Bilbao, seconded by Robert Hilbert and carried unanimously.

Resolve: To waive reading of the September 2012 meeting minutes and approve them as presented.

3. Committee Reports

President's Comments: Tom Leavitt offered his appreciation for those owners who attend the meetings. Tom explained that this was a budget meeting for the Board to adopt the 2013 annual budget for the Association. The Board will maintain an open forum and hear relevant comments from the floor, but must keep things moving forward during the meeting.

Landscaping: Terrence responded to landscape questions from owners and board members. Stratford entryway needs some upgrades but they are waiting to coordinate with potential upgrades to the signage/monument at that location. Irrigation issues being followed up on with Golden Sun, current payment being withheld until issues are resolved.

ACC, Social & Staff: N/A

4. Financial Business

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

2013 Budget Discussion & Approval: The Board discussed the proposed 2013 Annual Budget and related assessment. The Board responded to questions and took suggestions from the floor.

On Motion: Duly made by Adam Bilbao, seconded by Terrence Russell and carried unanimously.

Resolve: To accept the 2013 Annual Budget as presented with an assessment amount of \$620, collected via quarterly payments of \$155 each.

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5. Business Operations

Appointment of Secretary: The Board discussed the need to appoint someone to fill the role of Secretary for the Association.

On Motion: Duly made by Terrence Russell, seconded by Adam Bilbao and carried unanimously.
Resolve: To appoint Treasurer Rick Vogt to also serve as the Secretary of the Association.

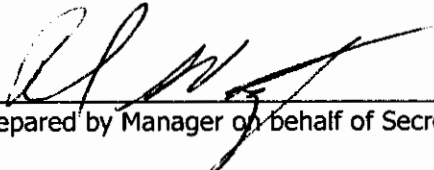
Community Fence: Adam indicated that the perimeter fence project is moving forward. Install of initial sections should begin in November 2012. Sample fence has been installed at amenity center for viewing. Manager will follow up with Fence Outlet to ensure that advance notices are being provided to owners affected by fence installs.

Sinkhole: Manager to follow up with CES to confirm progress regarding repair of sinkhole.

6. Open Session for Comments – Board responded to questions from owners in attendance.

7. Adjournment

On Motion: Duly made by Terrence Russell, seconded by Adam Bilbao and carried unanimously.
Resolve: To adjourn the meeting at 9:12 PM.



Prepared by Manager on behalf of Secretary