

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting April 16, 2013 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Tom Leavitt at 7:23 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Adam Bilbao and Rick Vogt were also present. It was determined that a quorum was established. Doug Pinner from McNeil Management also attended. Director Robert Hilbert arrived after the Call to Order.

2. Approval of Minutes

The Board reviewed the March 2013 meeting minutes as prepared by Manager.

On Motion: Duly made by Rick Vogt, seconded by Adam Bilbao and carried unanimously.
Resolve: To waive reading of the prior meeting minutes and approve them as presented.

3. Committee Reports

Landscaping: Tom is holding off on major landscape changes/installs until contract questions are resolved. Manager will request pricing and recommendations from Tree Investment Corp regarding beetle issues at pine forest.

Social: Tom indicates that Patty Viruet has resigned from the Social Committee. The Association will be looking for volunteers to participate in committee and plan future functions. Association will use pool staff as needed for additional support during events, movie nights, etc.

4. Financial Business

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

Uniform Collection Policy: Manager shared recommendation from attorney that the Association update and reaffirm their Uniform Collection Policy.

On Motion: Duly made by Adam Bilbao, seconded by Rick Vogt and carried unanimously.
Resolve: To adopt the updated Uniform Collection Policy.

5. Business Operations

Employees: Tom indicated that there are currently three (3) people on staff at the pool area with no overlap in schedules. The pool is currently open until 8:00pm on Sunday through Thursday evenings and until 10:00pm on Friday and Saturday evenings. Additional changes are being discussed to fine tune the coverage, hours, staffing, etc.

Playground: Adam will follow up with potential vendors regarding pricing to repair old playground steps which are beginning to rust through. Manager is working with SAKS and handyman for bids to install the new swing set.

Signs: Tom said interior neighborhood signs completed, sign area landscape upgrades on hold.

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Concrete Work: Per Tom, concrete repair/replacement work completed, looks great.

Newsletter: Next newsletter planned for end of May 2013, articles should be submitted to Rick by middle of May.

Security Cameras: Rick proposed upgrades to camera covering new playground to improve coverage and quality. Existing camera will be moved to cover additional areas.

On Motion: Duly made by Rick Vogt, seconded by Adam Bilbao and carried unanimously.

Resolve: To approve \$500 plus tax for vendor CTG to complete camera upgrade and move.

Speed Radar Signs: Adam shared information regarding potential speed radar signs for Mt. Carmel and Brentwood Hills.

Board Vacancy: Board discussed vacant positions and conducted the vote by secret ballot.

On Motion: Duly made by Robert Hilbert, seconded by Adam Bilbao and carried by a vote of three (3) to one (1).

Resolve: To appoint Steve Calkins to the vacant position previously held by Paul Knauer.

Owner Request – Facility Usage: Board waiting for attorney opinion.

Electrical Work: Tom indicates that initial work is completed, looks good. Additional work to be determined.

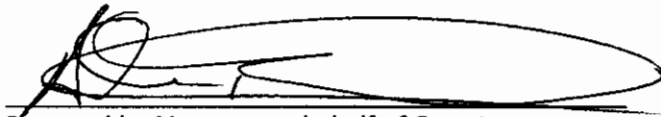
Wi-Fi at Amenity Area: Completed, in use, good coverage, working well.

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

7. Adjournment

On Motion: Duly made by Adam Bilbao, seconded by Rick Vogt and carried unanimously.

Resolve: To adjourn the meeting at 9:35 PM.



Prepared by Manager on behalf of Secretary