

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting November 19, 2013 Meeting Minutes

1. Certifying of Quorum-Call to Order

The meeting was called to order by President, Tom Leavitt at 7:08 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Adam Bilbao, Steve Calkins, Chaplain Celerin and Rick Vogt 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 prior 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 meeting minutes and approve them as presented.

3. Committee Reports

Landscaping: Irrigation system and pump house in good shape, still some maintenance issues slowing the pump down, waiting on repair quote, irrigation at preschool is working. Tom will be meeting with landscaper to discuss new sod.

Onsite Staff: Tom working with Maria on some additional training for staff.

Social: Kelly Clemmer requesting some funding for holiday party, still working on details. Holiday party planned for December 14, 2013 from 5:00pm – 8:00pm.

Architectural: Tom still looking for volunteers, but Board handling requests for now.

4. Financial Business

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

5. Business Operations

Electrical Work: Tom presented bid from Brandon Electric to add necessary wiring for lighting and outlets at pool entry area.

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

Resolve: To approve Brandon Electric bid for upgrades at pool entry.

Radar Signs: Signs installed and working, cars slowing down. Signs need minor adjustments, Adam has equipment and will handle it.

Fence Install: Board discussed the large tree impeding fence install along East Lumsden.

On Motion: Duly made by Adam Bilbao, seconded by Steve Calkins and carried unanimously.

Resolve: To approve the expenditure of up to \$4,000 for removal of tree, grading and install of retaining wall if/as needed.

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Newsletter: Rick trying to complete next issue of newsletter for distribution in first weeks of December.

Stonework: Work approved at prior meeting, Steve/Tom will meet with vendors to proceed.

Landscaping Upgrades (Clarion): The Board reviewed the revised proposal for landscape upgrades at Clarion entry.

On Motion: Duly made by Adam Bilbao, seconded by Chaplain Celerin and carried unanimously.

Resolve: To approve the proposal for the Clarion landscape upgrades.

Playground: Adam shared A Park proposal for removal/replacement of OLD playground located near preschool with equipment appropriate for children ages 2-5.

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

Resolve: To accept the proposal from A Park for replacement playground equipment.

Board Position: The Board members interviewed Gerri Clifton regarding her desire and intent to serve on the Board of Directors for Brentwood Hills.

On Motion: Duly made by Rick Vogt, seconded by Chaplain Celerin and carried by a vote of three (3) in favor and two (2) against.

Resolve: To appoint Gerri Clifton to fill the vacant Class II position previously held by Robert Hilbert.

Pine Forest: The Board discussed the pine beetle infestation, trees continue to decline, HOA would like to find out if anything can be done to save remaining trees. Chaplain will head up project to determine options.

Movie Nights: Movie nights will continue for now, Board will monitor attendance and reevaluate in December.

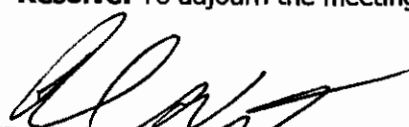
Pool Renovations: The Board discussed the pool and restroom renovations in general. Board will work with vendor to move toward detailed specifications for work to be done.

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 9:20 p.m.


Prepared by Manager on behalf of Secretary