

# BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

## Board of Directors Meeting April 17, 2017 Meeting Minutes

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

The meeting was called to order by President, Dove Swinsky at 7:06 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Tom Leavitt, Gerri Clifton, Chaplain Celerin and Mark Braverman were also present. It was determined that a quorum was established. Doug Pinner represented McNeil Management.

### 2. Approval of Minutes

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

**On Motion:** Duly made by Gerri Clifton, second by Dove Swinsky and carried unanimously.

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

**3. Financial/Management Reports:** Manager presented the financial and management reports and responded to questions from the board members and homeowners. Tom provided his recommendations for additional lots to be forwarded to the attorney for legal enforcement actions.

**On Motion:** Duly made by Tom Leavitt, second by Dove Swinsky and carried unanimously.

**Resolve:** To forward the additional lots to the attorney for covenant enforcement as specified by Tom Leavitt.

**Fence Install:** Fence Outlet is moving forward with fence install. Board requested an ETA from Fence Outlet on completion of the project, Manager will follow up with vendor.

### 4. Committee Reports

**Social:** Gerri said that the 2017 Garage Sales are scheduled for Saturday, May 20<sup>th</sup> and Saturday, October 21<sup>st</sup>. She will place the ads in the flyer prior to each event. The committee has 2 new volunteers, but more are needed.

**Yard of Month:** The program got a good response from the homeowners selected as prize winners, but the program is being cancelled due to a lack of volunteers to participate in the selection process.

**ACC:** Tom introduced a potential committee member Jeff Roth, who has been participating in the committee meetings and is interested in serving. Tom reports that the committee is continuing work on the standards and is possibly expecting a few more volunteers. Tom indicated that he is willing to serve as the Board liaison to the ACC. Dove suggested that Rick might also be interested/willing to serve in that capacity. Board discussed and agreed to postpone the liaison decision until a later meeting to determine Rick's interest. ACC monthly meetings will be held on the Thursday of each month which immediately follows the BOD meeting.

**On Motion:** Duly made by Tom Leavitt, second by Dove Swinsky and carried unanimously.

**Resolve:** To appoint Jeff Roth to serve on the Architectural Committee.

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## 5. Business Operations

**Camera Replacement:** The board reviewed a bid from JABX for replacement of several of the old cameras.

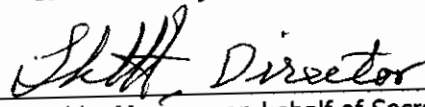
**On Motion:** Duly made by Dove Swinsky, second by Mark Braverman and carried unanimously.  
**Resolve:** To approve the JABX bid for camera replacement.

**Monument Project Update:** Tom provided an update from the onsite pre-bid meeting with the contractors participating in the monument project. He responded to questions and obtained additional input from homeowners and board members regarding materials and finishes to consider using on the walls. The bid packages are due at the beginning of May for review at the May meeting. The gazebo will be included as an optional component in the bids, so the board can determine its feasibility later based on cost and other factors. Board discussed that appropriate colors will need to be chosen for the walls to ensure a good contrast and high visibility for the signage. Tom indicated that the "Deed Restricted" signs should still be located in the pump house for install during the project. Board discussed that "No Soliciting" signs might be placed at the individual neighborhood entries rather than the main entries to promote a more direct reminder as people enter each section. Mark expressed his concern regarding the limited number of bidders that have agreed to participate in the process and agreed to attempt finding additional interested parties. Manager will make another attempt as well.

**Forest Area:** Mark reported that herbicide will be applied in May to be most effective. He indicated that CLM does not appear to be mowing the forest berms on a routine basis. Manager will follow up with landscaper.

## 6. Adjournment

**On Motion:** Duly made by Tom Leavitt, second by Dove Swinsky and carried unanimously.  
**Resolve:** To adjourn the meeting at 8:35 p.m.

  
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Prepared by Manager on behalf of Secretary