

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting June 19, 2017 Meeting Minutes

1. Call to Order - Certifying of Quorum

The meeting was called to order by President, Dove Swinsky at 7:10 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Directors Chaplain Celerin, Gerri Clifton 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 Mark Braverman 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.

4. Committee Reports

Social: Gerri said committee now has 9 members and had its initial meeting to begin planning summer event. Due to high number of no-shows at past events, the HOA will begin charging a nominal fee per family, to increase participation and commitment from those who have signed up. Still working out details for ticket sales. The committee selected event dates as follows:

- 8/19/17 – Summer Party
- 10/21/17 – Garage Sale
- 10/28/17 – Halloween Party
- 12/16/17 – Santa Visit (tentative)

ACC: Olin Barnett said committee is working on mailbox standards for the neighborhoods. Mailboxes are costly to repair, but probably only option since new boxes of that type are not available. Tom Leavitt will follow up with presentation of details and cost. Committee is working on a new architectural standards and a new paint palette, with options from Sherwin Williams and Porter Paints (PPG). PPG provided their binder, but still waiting on the SW binder. Olin will follow up with SW on status of palette binder. Manager shared attorney (Malley) comments following attorney's brief review of proposed color palette. Attorney reminded HOA that board approval of standards is required prior to implementation. She also pointed out that paint colors included in the palette must be available to ALL units, regardless of roof type, etc. Olin was concerned with discrepancy between attorney suggestions and prior direction from board liaison. Board requested detailed, written legal opinion from Anne Malley. Manager will follow up with attorney accordingly. Board asked Manager to email copy of draft standards to board members for review, prior to sending for attorney review.

On Motion: Duly made by Gerri Clifton, second by Mark Braverman and carried unanimously.

Resolve: To delay consideration of newly proposed paint color standards pending receipt of attorney opinion and subsequent recommended adjustments have been made.

Newsletter: Dove said the newsletter will be emailed monthly to any/all residents who have signed up. So far, only 70 residents have signed up. Sign up can be done via Facebook, Next Door, or the Pool Office. The first newsletter is scheduled in July. Newsletter will be provided to Board and Manager for review/approval prior to distribution.

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

5. Business Operations

Monuments Project: Dove says the walkthrough with Folsom and CLM was good. They are considering the addition of some oaks and Bismarck palms. They will be removing some old plants that will no longer be visible. Manager indicated that the surveyor agreed to provide the DWG files to the HOA for use by Folsom. Still waiting on contract from Folsom.

Pet Waste Stations: Board has final waste station proposal from CLM. Dove presented another option to allow onsite staff member Jenn to perform this as part of her duties, with slight increase in pay. Allowing Jenn to perform this work will result in lower cost to the HOA and Dove expects that the work will be done more reliably and with better results.

On Motion: Duly made by Mark Braverman, second by Gerri Clifton and carried unanimously.

Resolve: To have onsite staff member Jenn take care of routine emptying, refilling and maintenance of the pet waste stations throughout the community on a weekly basis for an additional \$0.50/hour.

Landscaping: Dove shared updates regarding recent work with landscapers to resolve some outstanding items. Landscaper indicates that irrigation system has been reset to appropriate schedule, but several owners said at least one zone near clubhouse is still coming on during daytime hours. Dove pointed out that philodendron plant in Mt. Carmel median south of Brentwood Hills Blvd has not been removed as requested. Mark said they don't appear to be routinely mowing the berm around the forest area and still need to remove the dead cypress trees. Manager will follow up with vendor to make all needed corrections.

Director Comments:

Dove said she is still seeing gaps in the fence railing along Mt. Carmel. Manager will follow up once again with Fence Outlet regarding correction.

Mark said the forestry vendor is ready to begin spraying the forest area with herbicide in preparation for the replanting at a later time. This is first stage of process. Mark refreshed everyone's memory on previously approved work to be done. He requested consideration of slight increase in cost of project to cover any material pricing changes and/or possibly some additional trees.

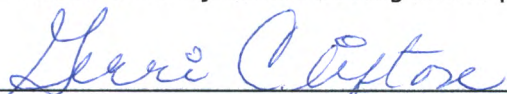
On Motion: Duly made by Mark Braverman, second by Gerri Clifton and carried unanimously.

Resolve: To approve an additional \$500 to adjust for current pricing of materials and/or allow for additional trees.

6. Adjournment

On Motion: Duly made by Gerri Clifton, second by Chaplain Celerin and carried unanimously.

Resolve: To adjourn the meeting at 8:35 p.m.


Prepared by Manager on behalf of Secretary