

# BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

## Board of Directors Meeting Following Annual Meeting March 19, 2018 Meeting Minutes

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

The meeting was called to order by Tom Leavitt at 8:10 p.m. It was confirmed that the meeting notice was mailed to all owners at least 15 days in advance. Affidavit of mailing on file in HOA records. Directors Jim Barber and Gerri Clifton 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 Jim Barber, second by Gerri Clifton and carried unanimously.

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

### 3. Board Member Resignation & Appointment

Tom Leavitt presented the formal resignation tendered by Rick Vogt. This resignation, in combination with the prior vacancies, results in a total of three (3) board vacancies, which the remaining board members can fill by appointment in keeping with the governing documents.

Tom Leavitt introduced Olin Barnett and Charlie Leo as candidates for appointment to fill the vacant Class I positions.

**On Motion:** Duly made by Jim Barber, second by Gerri Clifton and carried unanimously.

**Resolve:** To approve the appointment of Olin Barnett and Charlie Leo to fill the vacant Class I board member positions.

### 4. Committee Reports

**Social:** Gerri indicated that the Egg Hunt is scheduled for Saturday, March 31, 2018 at 11:00am. Attendees should arrive early, because egg hunt will begin promptly at 11:00am. Committee purchased more eggs this year and is stuffing them now. Expecting good participation.

### 5. Financial/Management Reports

Manager presented the financial and management reports and responded to questions from the board members and homeowners.

### 6. Business Operations

**Election of Officers:** Board members discussed the various positions and duties related to each.

**On Motion:** Duly made by Jim Barber, second by Olin Barnett and carried unanimously.

**Resolve:** To appoint officer positions as follows, pending confirmation from Mark Braverman regarding his willingness to serve as VP.

President – Tom Leavitt

Vice President – Mark Braverman (tentative)

Secretary – Gerri Clifton

Treasurer – Charlie Leo

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**Common Area Surveys:** Manager presented pricing and proposal from Team Terminus for boundary surveys, to include annotation of trees and other structures located in close proximity to boundary lines, for all remaining common areas not previously surveyed, which are adjacent to private properties located outside Brentwood Hills.


**On Motion:** Duly made by Gerri Clifton, second by Charlie Leo and carried unanimously.

**Resolve:** To accept the proposal from Team Terminus.

## 7. Adjournment

**On Motion:** Duly made by Gerri Clifton, second by Jim Barber and carried unanimously.

**Resolve:** To adjourn the meeting at 8:54 p.m.

  
Prepared by Manager on behalf of Secretary