

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting May 18, 2020 Meeting Minutes

1. Call to Order - Certifying of Quorum

The meeting was called to order by Paul Pamrow, acting president at 7:00 p.m. It was confirmed that timely meeting notice occurred. Directors Olin Barnett, Laura Pekarek, Adam Crawford, Charlie Leo, Dave Hodges and Adrienne Vining were also present. It was determined that a quorum was established. Doug and Pamela Pinner represented McNeil Management.

2. Approval of Minutes

On Motion: Duly made by Laura Pekarek, second by Dave Hodges and carried unanimously.

Resolve: To waive reading of the previous board meeting minutes as presented by manger.

On Motion: Duly made by Charlie Leo, second by Adam Crawford and carried unanimously.

Resolve: To approve the previous meeting minutes as presented by manager.

3. Management Reports

Manager presented the financials, delinquencies and violations and responded to questions. Discussion to move forward as normal with collection of quarterly assessments, given that owners have always had an opportunity to alert management regarding payment challenges. Olin Barnett had questions regarding board purchases/contracts as he felt the purchasing policy was not being followed. Adrienne Vining requested manager add a new business agenda item for the June meeting regarding this topic. Manager responded to board member questions regarding covenant enforcement process.

4. Committee Reports

ACC: Dave Hodges indicated there had been no April meeting, but the committee was working electronically due to the virus situation.

Social: Paul Pamrow indicated the board was interested in restarting First Friday, trivia, bingo and other social events as community involvement had been high, but the timing will be a consideration due to social distancing requirements. The food truck was also successful with no negative issues and Amy Gould has been reaching out to obtain information regarding availability. A homeowner indicated the Kona Ice truck will be in the community this Wednesday from 3:30-5:00pm. There was a general discussion regarding the corporate Facebook page. Manager will ask webmaster to restore the Facebook link from the old site onto the new site.

Grants/Annual Celebration: Paul Pamrow indicated the county grant funds must be used by July 31, 2020; therefore, the annual celebration will be held in July. Information and events will be added to the Association website as details become available. Amy Gould shared that the community has enjoyed the grant-funded library which is now operational.

5. Unfinished Business

Landscape Proposals: Board indicated sod proposal already approved, vendor requiring signed copy before proceeding. Board signed proposal, manager will forward to vendor. Irrigation vendor recommended irrigation upgrades to accommodate new plantings at Citrus Orchard entry at amenity center. Dave indicated that sufficient irrigation could be accomplished to get the plants established without the full extent of what was proposed. He will get with Ray to discuss the options. Once the appropriate irrigation steps are decided/arranged, the plantings can proceed. Manager will alert the vendors accordingly.

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Reforestation Project: The initial irrigation work to prepare for the reforestation effort is complete, but the low flow piping and spray heads cannot be installed until the trees are planted. The Board will provide a list of the desired tree types/quantities and seek bids from qualified vendors. Once trees are installed, irrigation vendor will complete irrigation install and invoice accordingly.

IT Services Transition: Board and Manager shared that transition of IT Services from JABX to DTS is almost entirely completed. One remaining challenge remains, with onsite staff unable to login to cameras due to issue caused by Sophos anti-virus software. DTS working to remove the software and resolve the issue.

Security Cameras: ISC to perform install of 2 new cameras for dog park and basketball court and 5 additional cameras to replace other existing cameras that have stopped working. ISC plans to have cameras installed by end of this week, barring any unforeseen issues.

New Amenities: The install of the dog park, basketball court and bocce ball court are completed. When installing the dog park, there were a few small parts that did not fit or function properly. Those have been reordered and will be installed upon arrival. The rear access gate at Citrus Orchard was upgraded to allow for card access. The Board is waiting for the completion of the security camera install to open the new amenities for use. Several people pointed out that small dogs might be able to squeeze through the pickets of the perimeter fence and escape. The Board will investigate options for hedges or other preventative measures.

6. New Business

Elect Officers: Paul Pamrow stated that due to several resignations, the board will elect new officers for president, vice president and treasurer.

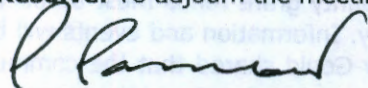
On Motion: Duly made by Laura Pekarek, second by Adam Crawford, and carried unanimously.
Resolve: To nominate Dave Hodges as President.

On Motion: Duly made by Charlie Leo, second by Dave Hodges, and carried unanimously.
Resolve: To nominate Laura Pekarek as Vice President.

On Motion: Duly made by Adrienne Vining, second by Dave Hodges, and carried unanimously.
Resolve: To nominate Charlie Leo as Treasurer.

7. Adjournment: The next board meeting is June 15, 2020.

On Motion: Duly made by Adam Crawford, second by Laura Pekarek and carried unanimously.
Resolve: To adjourn the meeting at 8:40 p.m.



Prepared by Manager on behalf of Secretary