

BRENTWOOD HILLS

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting October 19, 2020 Meeting Minutes

1. Call to Order - Certifying of Quorum

The meeting was called to order by Ed Campbell, secretary at 7:00 p.m. It was confirmed that timely notice of budget meeting occurred via mail on September 29, 2020. Affidavit of mailing filed in Association records. Directors Olin Barnett, Adam Crawford, Charlie Leo, Adrienne Vining and Denise Stearns were also present. It was determined that a quorum was established. Doug Pinner represented McNeil Management.

2. Approval of Minutes

On Motion: Duly made by Charlie Leo, second by Denise Stearns and carried unanimously.

Resolve: To waive reading and approve September board meeting minutes as presented by manager.

Ed Campbell read the October 13, 2020 special board meeting minutes aloud.

On Motion: Duly made by Adrienne Vining, second by Olin Barnett and carried unanimously.

Resolve: To approve October special board meeting minutes as read by secretary.

3. Management Reports

Manager presented the financials, 8 delinquencies with attorney and 2 of those paid in full. Additional 200 owners owe for October quarterly assessment and will be sent delinquency letters later in the week. Notice/violation reports reviewed. There were no questions.

4. Board Officers & Committee Reports

President: Not in attendance - No report.

Vice President: Vacant - No report.

Treasurer: Denise Stearns presented a breakdown of September expenses.

Secretary: No report.

Public Affairs Liaison: Adam Crawford stated a newsletter will be completed later this week with sponsorship ads available. Upcoming events for October/November will be included in the newsletter.

Landscape Liaison: Ed Campbell stated the fence vine trimming program will continue through the end of the year. Poop bags have been installed back into the dog stations; however, they are once again being stolen; so, a review of this program will occur later.

Violation Tracking Liaison: Adrienne Vining indicated violations will be reviewed at the November board meeting.

ACC: Chair not in attendance, committee is continuing to work on reviewing guidelines.

Social Committee: Will put out signs for community yard sale. A magic show has been arranged for Halloween.

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5. New Business

2021 Budget-Assessment: Denise Stearns, Treasurer, presented 3 concerning factors for proposed increase of assessment. (1) several items not accomplished in 2019 and 2020; (2) assessment rate over last 10 years and (3) reserve funding not at level recommended by reserve study. She reviewed each line item discussing changes made and why – whether increased or decreased.

Discussion regarding the proposed \$20 per quarter increase from current \$145 to projected \$165 per quarterly payment. She initially felt a \$10 quarterly increase would suffice until further analysis and is now recommending a \$20 quarterly increase.

On Motion: Duly made by Denise Stearns, second by Adrienne Vining and carried unanimously.

Resolve: To increase the annual assessment to \$660, collected at \$165 quarterly.

6. Adjournment:

The next board meeting is scheduled for November 16, 2020.

On Motion: Duly made by Adam Crawford, second by Adrienne Vining and carried unanimously.

Resolve: To adjourn the meeting at 9:08 p.m.



Prepared by Manager on behalf of Secretary