

BRENTWOOD HILLS

HOMEOWNERS' ASSOCIATION, INC.

Board of Directors Special Meeting Minutes

June 13, 2025

1. **Call to Order & Roll Call:** The meeting was called to order by Olin Barnett, President at 7:30 PM.
 - Roll Call of Directors/Verification of Quorum: Olin Barnett (President), Adam Bouters (Vice-President), Larry Lewis (Secretary), Donald Pohlmeier (Treasurer) were present. Glen Greenly was on the phone. A quorum was established. McNeil Management was not represented.

2. **Proof of Notice**
 - Verification of Timely Notice of Meeting: Timely posting of meeting notice and agenda were confirmed by placing it on the HOA website by Management and at the conspicuous location at the community center in accordance with HOA Bylaws on 6/11/25.

3. **Reading of Minutes**
 - There were no minutes of prior meeting from this board.

4. **Officer reports:**
 - **President Report:**
 - Organizational issues. Possibly scheduling meeting for July.
 - **Vice - President Report:**
 - Notice of QR codes that lead to Agenda and Google Form
 - **Treasurer Report:**
 - Waiting for McNeil management to release all books and records from previous board.
 - **Secretary Report:**
 - Mentioned issues with grill, kiddie pool, changing of locks, key codes, and checking with sav-a-buc pools for maintenance.

5. **Committee Reports:** No Committee made reports.

6. **Unfinished Business:** No unfinished business from the board.

7. **New Business:**

A. NOTIFY ALL CONTRACTORS THAT BOARD MEMBERS HAVE CHANGED AND UPDATE BRENTWOOD HILLS CONTACT TO NEW DIRECTORS AND STOP WORK UNTIL NEW BOARD REVIEWS AND CONFIRMS ALL WORK BEING DONE BY CONTRACTORS, WITH EXCEPTIONS

On Motion: "Notify all contractor that board members have changed and update brentwood hills contact to new directors and stop work until new board reviews and confirms all work being done by contractors. With Exceptions.

McNeil Management to contact all contractors and instruct:

Stop all work in their contract or agreements with management or previous director and officers.

Stop all work previously agreed as automatically approved work.

Stop all work until new board reviews and confirms work being done.

With exception of:

1) Nature Coast/Landscape workshop weekly mow and maintenance. Stop purchase all new materials.

2) United Janitorial solution - Janitorial service to continue as in place.

3) Daily Vista Security staff and personnel to continue and in place

4) sav-a-buc maintenance in place.

Motion made by Barnett, second by Bouters.

- Discussion among Directors and Members

Motion Approved by - Barnett, Bouters, Pohlmeier, Lewis, Greenly

B. STOP ALL PAYMENTS TO ALL CONTRACTORS WORKING UNTIL NEW BOARD REVIEWS AND CONFIRMS, WITH EXCEPTIONS

On Motion: For McNeil management to stop all payments of association funds to all contractors working under their contracts or agreements with management or previous directors and officers. With exception of utilities, trash pickup, county fees, insurance, and McNeil management.

Motion made by Barnett, second by Lewis.

- Discussion among Directors and Members

Motion Approved by - Barnett, Bouters, Pohlmeier, Lewis, Greenly

C. NOTIFICATION TO EX-DIRECTORS TO RETURN ALL ASSOCIATION PROPERTY AND MATERIALS

On Motion: Notify all ex-directors they must return all BH HOA property and materials. Effective from the election date of 6-10-25.

Motion made by Barnett, second by Bouters.

- Discussion among Directors and Members

Motion Approved by - Barnett, Bouters, Pohlmeier, Lewis, Greenly

D. REMOVE AND APPOINT MEMBERS OF ARCHITECTURAL CONTROL COMMITTEE AND SOCIAL COMMITTEE

On Motion: Remove all members of ACC Architectural control committee and remove all members of Social Committee; appoint Frank Delgado and Olin Barnett to ACC; and appoint Fran Telese and Beth Flasker to Social Committee.

Motion made by Barnett, second by Bouters.

- Discussion among Directors and Members

Motion Approved by - Barnett, Bouters, Pohlmeier, Lewis, Greenly

E. APPOINT COMMUNITY PROPERTY COMMITTEE

On Motion: Appoint Flasker, Barrett, Wozunk, Hazy, Harris, Crocket, Viruet to the Community Property Committee.

Motion made by Barnett, second by Pohlmeier.

- Discussion among Directors and Members

Motion Approved by - Barnett, Bouters, Pohlmeier, Lewis, Greenly

F. PRESIDENT TO SOLICIT AND REVIEW PROPOSALS OF LEGAL COUNCIL

On Motion: Give President to solicit and review proposals of legal counsel.

Motion made by Barnett, second by Bouters.

- Discussion among Directors and Members

Motion Approved by - Barnett, Bouters, Pohlmeier, Lewis, Greenly

G. REVIEW BYLAWS TO MAKE AMENDMENTS

On Motion: To review bylaws to propose amendments.

Motion made by Barnett, second by Bouters.

- Discussion among Directors and Members

Motion Approved by - Barnett, Bouters, Pohlmeier, Lewis, Greenly

H. ADDRESS TOPICS OF SPECIAL MEMBERS MEETING

On Motion: Motion to discuss these subjects; Remove Denise Stearns as director, Begin 2025 election, amendment bylaw to require annual members meeting and election on the 2nd Tuesday of March annually, amendment bylaw to require scheduled monthly BOD meetings in person second Tuesday of the month at 7:00 PM.

Motion made by Barnett, second by Lewis.

- Discussion among Directors and Members

Motion Approved by - Barnett, Bouters, Pohlmeier, Lewis, Greenly

8. Adjournment:

On Motion: To adjourn by Barnett.

Motion made by Barnett, second by Lewis.

- Discussion among Directors and Members

Motion Approved by - Barnett, Bouters, Pohlmeier, Lewis, Greenly

*Special meeting Adjourned at 8:58PM