

**SUMMERSET AT BRENTWOOD II HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

Clubhouse

February 14, 2024

5:00 PM

PRESENT:	Julie Wantuck	President	Term: 2025
	Cindy Bennett	Vice President	Term: 2025
	Clark Nardinelli	Treasurer	Term: 2024
	Sheldon Helms	Secretary	Term: 2025
	Austin Fayne	Director of Operations	Term: 2024
ABSENT:	None		

ALSO PRESENT: Melody Murray with Common Interest Management Services

(MSC) Motion, Second, Carried

CALL TO ORDER: The Open Meeting of the Board of Directors was called to order by President Wantuck at 5:03 p.m.

PLEDGE OF ALLEGIANCE: Julie Wantuck led those present in reciting the Pledge of Allegiance.

CONSENT AGENDA:

1. December 21, 2024, January 29, 2024, January 10, 2024– Executive and Board of Directors meeting minutes were approved as presented. **(MSC)**
2. Financials – December 31, 2023 Accepted
3. CD Investments –
4. Collection Action:

A motion was made and seconded to approve the items on the Consent Agenda.

COMMITTEE/CLUB REPORTS (if applicable)

Architectural Committee

The following applications were submitted and approved by the Committee: 5 paint apps, 2 security door, 1 patio extension, 1 AC replacement, 1 new window, 1 window 1 replacement, 1 landscape, 1 driveway extension.

Board Advisory Committee

We are working on rewriting 1.1 and 1.2, and making up to date with Governing Documents.

Décor Committee

Not present

Finance Committee

We met Monday and discussed the primary functions of the Committee. The Committee would like to schedule a town hall or bring up in a board meeting for the community to explain where your money goes, and would like to make it brief. We are supposed to supply a budget that the Board approves, and quarterly we are supposed to review expenses. The Finance Committee would like to do more such as review contracts and come up with ideas to help save money.

Newsletter Committee & Committee member appointment

They are starting to put together the March issue, they are also looking into ways to enhance the photos.

Nomination & Election Committee

Appointment of Inspector of Elections. The Board MSC to appoint the following as the Inspectors of Elections for the 2024 Board election. If you are interested in serving on the Committee or running for the BOD let us know.

Rascals

The flag was replaced with the emergency flag, we have ordered a new full sized flag, we have been replacing reflectors, trimming trees, painting the interior of the gate house, a window was broken on the bocce shed and replaced, we are almost done with the dog park, we have used the old lava rock from the mailbox areas to replenish where needed, we continue to water plants, we have a running to do list that we will be working on as whether permits and parts are purchased.

President's Report

- Thank you to Steve McGaverin for monitoring the pool refill so it did not overflow.
- The Board is looking into sealing and repairing the pool deck, there is rust coming up from under the deck, we are in the beginning stages of looking into that.
- Community Dumpster is still being discussed once we work through logistics. We are thinking about having the community dumpster in May.
- The spa had to be emptied to replace filters, once it was emptied there were visible damage to the interior of the spa. We are waiting for permits to be able to begin work on the spa.
- The gates are not for protection, they are privacy. This is not a secure community, this is a private community.
- If you walk at night if you could wear light colored clothing or reflective clothing it would be safer for you.
- Crystal is in charge of the main bulletin board. Sometimes people are moving or removing items from the bulletin board. Please do not remove or add things to the bulletin boards, those are for use by the Board not members.

Vice President

- Thanks to Residents who when they see something they say something and report it to the Board. We can't take action if the person doesn't report it to us.

- Multiple Residents requested that we put blinds up on the doors/windows. Based on those concerns, the Board purchased the custom blinds for \$2000. A homeowner on their own did not notify the Board, they instead went to the fire marshal and reported it to them. Due to the Resident's complaint the board was forced to remove the blinds which was unfortunately a waste of Resident's money.
- The Board has agreed to approve the refurbishment of the gate house NTE \$3500 to paint, replace the ceiling fan, possible cabinets, new flooring and electrical upgrades.

Treasurer's Report

- We are reviewing the financials and there have not been any big surprises this month or that we know of coming up. We have not had any CD turnovers, but we are receiving a very good amount (on average above 5%) on the current CD's.

Secretary's Report

- Thanks to the 30 or so owner that have completed a gym survey (the first phase) and gave us some good data to identify as possible items to be replaced or sold, how to make the gym safer and discuss positioning of equipment. This project will be done in phases and we have only completed the first phase.

Director of Operations

- JK electric came in to review and address electrical issues.
- The toilet seats throughout the clubhouse and gatehouse are being placed to become up to code with current requirements.
- Two heavy duty, made in the USA American flags have been ordered to be replaced.
- Thanks to Cindy Bennett for helping with the gatehouse renovation.
- We have approved a budget of NTE \$1800 to install new trees and tropical plantings at the pool area to provide some privacy, color, would be drought tolerant and not create a lot of debris for the pool. We hope to have this completed by the time the pool is complete. We would like to have an event to showcase this once complete.
- March 16th there will be a sign up for Bocce ball Team, if anyone is able to help with spraying off furniture, cleaning cushions, etc. we would appreciate the help.
- The cross walks are expected to be painted second week of March, along with the red curbing,
- Mulch has been added in the existing parking lot where the plants were put in last year.
- Lighting at the parking lot has been repaired. There was an issue with the palm lighting, when Shea was performing work in the area they damaged some of the conduit, Shea is taking responsibility for the repair. It should be repaired shortly.
- A big thank you to Jim Fisher related to solar to brighten some of the darker areas within the community. We have installed mailbox lights to light up the mailbox area.
- We are installing lighting at the pedestrian gates to mount motion sensor lights to illuminate these areas to provide more visibility.
- Summerset sidewalks will be defined on what sidewalks need to be addressed for safety.

- Thank you to Sheldon for doing the gym survey.
- Perimeter walls are still being reviewed for maintenance, we have determined which ones they are and have talked to the city of Brentwood and we are second in line for the city to start their repairs on our walls.

OLD / NEW BUSINESS:

Approve Posting for Rule 1.11 (Tech Committee)

The Board MSC to repost the revised rule changing and clarifying language in the rule pertaining to a budget not being necessary.

Change Location of Identifying Letters on Mailbox

The Board will have the Rascals place letters on the mailbox, on the top and not on the bottom.

Release of liability Waivers for Gym Use

The Board is going to research and discuss with other Summersets on whether or not they require members to sign a release of liability waivers to protect the association. We will put it on the joint board meetings agenda for March.

Locking Billiard Rationale

The Board asked the members present if anyone knew why the billiards room is always locked, nobody knew why. The Board will make sure the billiards room is accessible and unlocked at all times, other than during events.

Disposal of Association Non-real Estate Property

There was a question about whether the Board has the authority to give items away that belong to the association. The Board does not have to sell items when they need to be replaced. We always try to sell items if we can but the Board does not have to.

HOMEOWNER'S FORUM: Homeowner's forum – there were approximately 23 homeowners in attendance. Topics Discussed included:

- Concerns about not receiving a physical agenda
- The 8.1 rule did not show up in the newsletter
- Corrections needed on the rules
- Request the Board reevaluate the color book which is very limited
- Question regarding the garbage can at the tennis court not being emptied
- Question regarding the summerset golf course committee

ADJOURN: 6:05 oiuuuuuoiuuiou2PM

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session on February 14, 2024. A summary of executive action is as follows:

- Proposal & Contract Review
- Personnel Discussions
- Member Complaints/Concerns
- Legal/Litigation Concerns
- Collection & Delinquency Matters

Respectfully Submitted By
Common Interest Management Services

Julio J. Wantuck
Secretary/Board of Director

March 22, 2024
Date

These minutes were formally approved by the Board of Directors at the meeting held on: February 14, 2024