

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

**Clubhouse
March 13, 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 (via phone)
	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 5:07 p.m.

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

CONSENT AGENDA:

1. February 14, 2024– Executive and Board of Directors meeting minutes were approved as amended. **(MSC)**
2. Financials – January 31, 2024, February 28, 2024 Accepted
3. CD Investments – See Treasurer’s Report below
4. Collection Action: **None**

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

COMMITTEE/CLUB REPORTS (if applicable)

Architectural Committee

11 new applications – 4 paint, 4 landscape, 3 fences.

Board Advisory Committee

The BAC has been meeting weekly and has completed rule 1.1 (organization) as assigned by the Board and will be sending the proposal to the Board this week. There are final tweaks on 1.2 to be made and hope to complete that proposal and send to the Board. We are working on 2.1 (policies and rules) and are nearly complete and hope to have that proposal to the Board next week. In the review process the BAC found inconsistencies related to standing committee rules and recommend that we renumber these rules. The BAC noted inconsistencies with committee members across

committees. We will be proposing that all committees require a minimum of 3 members and maximum of 5. The BAC is currently working with 4 members and have an opening for a 5th member if anyone is interested. We meet Wednesdays at 9AM, with the exception of board meeting weeks. We also will not be meeting most of March and April due to meeting conflicts.

Décor Committee

They may put up spring wreaths.

Finance Committee

Last month the finance committee offered to review contracts and help with special projects. We try to meet quarterly, we looked at the budget at the first part of the year and are getting nervous with spending. We are hoping to meet more frequently to make sure we are not going over budget. The Finance Committee would like to meet with the Board to discuss the budget and the Reserve Study.

Newsletter Committee & Committee member appointment

We will start working on the newsletter next week for the April issue.

Nomination & Election Committee

No report.

Rascals

The flag was down for a few days, the rope was insufficient, the fire department was ready to help get the rope through the pulley, but they were not needed. We have done some weed abatement by the gate house, gate house was painted, thanks to Donna Miller who did the majority of the painting, a new mailbox is coming, we are looking into trying to break up the cement pads but we may have to source that out, the clubhouse check was done the toilets in the men's toilets are ADA compliant now, the women's restroom has a leaky toilet that we are working on getting a part for and should be done by next week.

President's Report

- Community garage sale will take place Saturday, May 18th, something will be coming out in the newsletter.
- Community dumpster logistics- who would monitor, what goes in the dumpster, should there be designated hours, etc. We are currently discussing this and open to suggestions.

Vice President

- Garbage cans still seem to be a problem in the community. As a reminder, they cannot go out until Tuesday afternoon and should be in by Wednesday afternoon.

Treasurer's Report

- January and February we had a lot of CDs mature, they were reinvested for 12 months, Wells Fargo CD \$195,000 at 5.15% interest, \$250,000 Valley National 5% at 18 months, \$25,000 CD at BOFA for 18 months at 5%. We are trying to create a consistent ladder to have available cash as they mature.
- Our income is currently exceeding expenditures for the first two months. Last year we had a big increase in vendor contracts, payroll, maintenance, etc. We are meeting soon with the finance committee to look at ways to save money.

Secretary's Report

- Reminder that in the coming months we will be having an election and will have two seats available on the Board. Please encourage people to run for the Board, we are also looking for two people to serve on the nomination and election committee, if you or anyone is interested please contact Sheldon.

Director of Operations

- We had an issue with the double oven and were advised that it needs to be replaced.
- Gatehouse repainting and repairs are being implemented, Cindy Bennett is spearheading that project and doing a great job. We hope this project is complete by March 30th.
- The HVAC wall unit needs to be replaced in the gate house.
- Trees have been installed, mulch in place at the pool.
- Bocce ball furniture is being touched up and cushions cleaned.
- Curbs and cross walks will be painted this Friday.
- Additional mulch was put in the parking lot.
- Palm uplighting will be Shea's responsibility, parts have been ordered and will be repaired shortly.
- Motion sensor lights are working and should help with visibility.
- Pedestrian gates are fully operational now after recent repairs.
- 310 Summerset Dr. there is a damaged piece of curb to be repaired that we have gotten a bid for. We are waiting for the city work to be completed on that street.
- We have identified 3 pieces of equipment that we will sell and make more room in the gym.
- We were able to get a bid for the Kent pl. wall to get painted, the right side of the wall is the owner's responsibility and will not be painted by the association.

OLD / NEW BUSINESS:

- **Gym release of liability**
We asked at the join board meeting about a waiver. SUM IV is the only Summerset that has someone sign a waiver (mainly for the gym) or if they participate in physical activities, The SUMIV President will share the waiver with our Board to review and consider.
- **Blocked culvert cleanout**

We have an annual weed abatement performed, and there is a portion where trash and debris fall into the culverts. The Board **MSC** to approve Mike McCall (\$370) to have the culverts cleaned out. The areas will be Desert Gold and Gladstone.

- **Board decision on rule 7.2 vehicle parking and storage #8**
The Board has voted not to revisit changing of the rules related to car covers.
- **310 Gladstone curb replacement**
Tabled.
- **Weed abatement proposal**
The Board **MSC** to approve Mike McCall (\$4785.64) to complete the weed abatement.

HOMEOWNER'S FORUM: Homeowner's forum – there were approximately 30 homeowners in attendance. Topics Discussed included:

Newsletter pg. 12 Jesus Loves you; Not appropriate to have religious messages in the newsletter. [response: the Board will discuss]

Community Dumpster v. having charitable groups like Salvation Army or Goodwill pick up items; [Response: have called them—they don't do it anymore; a resident offered to make some calls.]

Rule 8.1 still haven't fixed the confusing language; forms B and G conflict with form D [Response: Julie will sit down with resident to discuss the language.]

Since the shades were taken off the ballroom doors when will they be replaced or something be done about the sun coming in the clubhouse doors this summer. [Response: we cannot put shades on the doors, so we are looking at a darker film to block the sun.]

No need for a community dumpster. Residents have lots of opportunities to take their garbage to the dump for free; it's an unnecessary expense.

The same screens used to be on the ballroom doors that are on the craft room doors. Put them back on. [Response: there were no screens on the ballroom doors when we did the remodel, and Tom Meyer said to not put screens like on the craft room doors on the Clubhouse doors.]

What's happening with the speed bumps at the back gate? [The Board has discussed this a number of times, and no decision has been made. Julie suggested that residents ask their friends and neighbors to contact CIMS if they want them removed or want

them to stay. Sheldon asked that it be put on the April agenda. Did an unofficial poll—most residents at the meeting said to remove the speed bumps.]

Don't throw stuff over the walls behind Upton Pyne and Desert Gold. Caltrans won't do weed abatement if there's junk in the way.

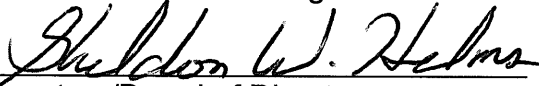
ADJOURN: 6:05 PM

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session on March 11, 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


Secretary/Board of Director

4/10/24
Date

These minutes were formally approved by the Board of Directors at the meeting held on: 4/10/24