

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

**Clubhouse
April 10, 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. March 13, 2024– Executive and Board of Directors meeting minutes were approved as presented. **(MSC)**
2. Financials – March 31, 2024 - Accepted
3. CD Investments –
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

We received the following applications: 4 landscape, 7 paint, 5 misc. projects.

Board Advisory Committee

Not present.

Décor Committee

Spring wreaths were purchased and placed on the clubhouse doors.

Finance Committee

We are looking at the reserve cash balance and reserve expenditures.

Newsletter Committee & Committee member appointment

We are currently planning for the April newsletter addition.

Nomination & Election Committee

We are still looking for two people to serve on the Nominating and Election Committee. We need at least two people. You should have already received your first announcement announcing the upcoming election and the two open Board seats.

Rascals

Completed projects: completed men and ladies restrooms, leaking toilet repaired, mailbox at clubhouse replaced, Rubidoux Terrace weed removal, weeds removed next to the golf course, painting of gate house, wall socket repaired, tested for leaks at sprinklers, started on weed control in streets, installed pedestrian gate lights, clocks reset, caulking of the toilets.

Welcome Committee

The Board MSC to appoint Lynn Gursky to the Committee.

President's Report

- I have been traveling to Seattle and Phoenix visiting family and had a wonderful time.

Vice President

- No report.

Treasurer's Report

- We have square up in the office so you can now pay with credit cards for clickers, fobs and keys. We have reinvested \$45,000 at 5% and \$195,000 and 5.1% and are getting a good rate of return.

Secretary's Report

- We recently painted the curb next to the pool for safety reasons. People are still parking. We can tow vehicles that park there, please spread the word. We do not want to tow someone and have you incur that expense.

Director of Operations

- We are still looking into the double oven replacement in the kitchen. The gatehouse is nearing completion, we are looking into replacing the window HVAC, the Board MSC to approve \$2850 for Sexton to replace it. We are expecting completion of the gatehouse soon, it currently looks amazing, everyone is extremely happy. Pool landscape has been completed, thanks to Roy and Lisa Gallow for helping, irrigation retrofitted, mulch has been put in place, once everything grows in it will provide additional privacy and will look beautiful. Bocce courts are completed, but would like to look into additional lighting. Cross walks have been painted, red curbs have been completed, we are putting in additional stenciling and buttons. Perez will be installing the conduit on April 22 for the palm uplighting, once completed we will finish the landscape in the parking lot. Safety and security, thank you to Jim fisher for input on the solar lighting installations, pedestrian lighting installation completed at Gladstone and the Shea gate where a motion sensor will kick in and the entire area is illuminated, gladstone decorative rock project is almost completed, we have sold almost everything

from the gym and only have one piece left. We are still in the queue for the perimeter wall painting and repairs.

OLD / NEW BUSINESS:

Clubhouse Double Oven Replacement

The Board MSC to approve a NTE of \$2500 for purchase and installation of the double oven in the clubhouse.

Gatehouse AC Unit Replacement

The Board MSC to approve replacement of the window AC unit in the gatehouse.

Clubhouse Gutter Repair/Replacement

Tabled.

HOMEOWNER'S FORUM: Homeowner's forum – there were approximately 25 homeowners in attendance. Topics Discussed included – no topics.

ADJOURN: 5:25 PM

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

Sheldon W. Helms
Secretary/Board of Director

5/8/24
Date

These minutes were formally approved by the Board of Directors at the meeting held on: 5/8/24