

**SUMMERSET AT BRENTWOOD II HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
Clubhouse
June 12, 2024
5:00 PM**

PRESENT:	Julie Wantuck	President	Term: 2025
	Clark Nardinelli	Treasurer	Term: 2024
	Sheldon Helms	Secretary	Term: 2025
	Austin Fayne	Director of Operations	Term: 2024
	Cindy Bennett	Vice President	Term: 2025
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: p.m.

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

CONSENT AGENDA:

1. May 8, 2024 & June 3, 2024– Executive, Special and Board of Directors meeting minutes were approved as presented. **(MSC)**
2. Financials – May 30, 2024 - Accepted
3. CD Investments – No report.
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

3 new applications have been submitted.

Board Advisory Committee

We are working on revisions to 6.1 (Architectural policy) and have requested the Board to provide feedback. We are short a member, if you're interested we are meeting Wednesdays and will start back up in August. Please let the Board know if interested.

Décor Committee

The wreaths were put up and will be putting the flags up for 4th of July.

Finance Committee

We are getting ready to review the budget and are awaiting the reserve study draft. The financials are in good shape.

Newsletter Committee & Committee member appointment

We are working on the July newsletter. Hopefully people are looking at the new and improved on line version.

Nomination & Election Committee

We currently have two seats up for re-election, the deadline is Monday, June 17th and have not received any candidate statements.

Rascals

We finished painting the air conditioning case, non-slip pool rail covers have been installed (Amazon is refunding money for the original railing covers purchased).

Welcome Committee

The Welcome Committee is new but they are busy working on face to face greeting new members, they are giving away a succulent plant, and are also handing out important information.

President's Report

The speed bumps were removed, and holes patched. The pool rails are wobbly, Management contacted Adams pool to have them resecured. When you're in the pool, new regulations say that the drain covers must be raised so please be aware when walking through the pool.

Vice President

Any family members that go to the pool must have a Resident with them. We have seen some families come without Residents present.

Treasurer's Report

Our income is exceeding our operating expenses, so each month we have collected more money than we have spent. The Finance Committee held a reserve study presentation last month, the reserve cash balance currently is at \$1,970,000. We are meeting with the reserve study preparer tomorrow, so we will have a better idea of what our obligations are. The Finance Committee will be very involved in this process. We have been spending reserve money on the pool and the spa this year and last year.

Secretary's Report

There are two Board spots open if anyone would like to run for the Board. The Architectural Committee has reported that there has been an uptick in owner's performing work on homes, prior to turning in an application without getting prior approval.

Director of Operations

This community is well over 20 years old and many things are in need of repair, replacement and upgrades. Recently we replaced the double oven with a new GE oven and saved roughly \$1000 by waiting for the Memorial day sales, we had Shea complete the uplighting at the palm trees and are now fully functional (some are dated and will be looking at replacing them to get better efficiency), we are looking at landscape options to finish bare dirt areas bordering the parking lot soon, pedestrian gates continue to have ongoing problems, we are reviewing the tennis courts for repairs and are awaiting more bids on resurfacing. The bare area on Gladstone was replenished with decorative rock, thank you to Julie Richardson who partnered with Summerset II to help make the area look better, it is greatly improved. There were a couple mailbox slabs that were repurposed for sitting areas, one of our residents, Anna Silva was kind enough to donate a couple of these benches, thank you to Anna and Lisa Gallo who helped install these heavy benches.

OLD / NEW BUSINESS:

2024/25 Insurance Renewal

Tabled for July. The Board asked management to ask the agent to increase the deductible to reduce premium.

Proposals for Review/ Decision

- Tennis court windscreen and court repair

The Board **MSC** to approve Serv Pro (\$1000) to replace the damaged windscreens at the courts.

- HVAC preventative maintenance

Tabled to July.

- Tennis/Bocce

We will be capping those because they are not used frequently, they are not in good shape and are constantly covered in bird debris. We will be looking into leaving the water source there.

- Clubhouse window cleaning

Austin will ask the Rascals to power wash the clubhouse building and the windows will be cleaned by Class Act once that is complete (\$525).

- Light fixtures

The Board denied installing lighting in the attic.

- Pool table resurfacing or replacing

The table is an antique and parts are very expensive and hard and/or impossible to find. The Board is obtaining proposals to replace the lighting and the pool table.

- Pool table lights selling and replacing

We will be trying to sell the lights on Ebay.

Rule 1.1, 1.2, 2.1 Posting

The BAC has presented a draft of all three rules, the Board has reviewed and made revisions. The Board **MSC** to approve to post all rules to the bulletin board for a 28 day comment period, it will be posted Thursday, June 13 and will be potentially adopted at the August meeting. We will send out via Constant Contact and try to include in the July newsletter.

Anti-harassment policy

There has been some issues with Residents harassing employees, the Board will table and review further.

Posting private info and minutes on website

There are some things posted, and some people do not like their name or personal information posted and the Board is looking into making the newsletter and other items private.

Community directory – Joint Board comments

Julie, Cindy, Clark attended the joint meeting. One thing that was brought up was the community directory. It is supposed to come out in January 2025, the person that created it for us has passed away. There was no cost to the association in the past, it was paid for by ads. The Boards decided we will start gathering information for the new directory and figure out how the directory will happen, paper copy, electronic, etc.

Garden area maintenance

There is an issue with water run off behind the tennis courts, on land that does not belong to Summerset II. Civil code says we are not permitted to spend HOA money on property that is not ours. The tennis courts are on property that do not belong to us, but back when our community was built it did not end up that way. We are trying to figure out a way to keep that area looking nice, without spending member funds.

Clubhouse curb color and signage

The yellow curb out front means you drop off people, loading zone only, not for parking. We may have to put up signage or stenciling that explains a time limit.

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

- Comments regarding fire blight and request for the BOD/Management to get involved and coordinate for residents.
- Concern regarding items being discussed in executive session that may need to be discussed in open session.
- Thanks to Ben and Crystal regarding the great work on the recent newsletter.

- Thank you for getting the weeds cut behind Gladstone, the debris is still there, please consider having this done more than 1x per year.
- Thank you to the Board, Summerset II looks so much better, the parking lot is beautiful, the pool furniture and cushions look great.
- Concern on why only some mailboxes have lights and not others.
- The Garden cub can get a fairly large load of mulch for free to be placed in the area to reduce some of the water and mud.
- Recommendation to have the streets inspected for repairs.
- Questions regarding a boutique and future garage sale.
- Questions regarding when the asphalt will be addressed.
- Request to put something in the newsletter to ask people to not let their dog's urinate on our lawns.
- Pool trash cans have not been emptied.
- The automated front door doesn't work sometimes.
- Clarification on what members can borrow from the clubhouse.

ADJOURN: 6:PM

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session on May 8, 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

Seldon W. Helms
Secretary/Board of Director

7/10/24
Date

These minutes were formally approved by the Board of Directors at the meeting held on: 7/10/24