

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

**Clubhouse
August 14, 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 5:06 p.m.

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

CONSENT AGENDA:

1. July 10, 2024 and July 22, 2024 - Executive, Special and Board of Directors meeting minutes were approved as presented. **(MSC)**
2. Financials – June 30, 2024
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: 3 landscape, 1 paint, 4 projects.

Board Advisory Committee

They are continuing working on rules 6.1, 6.3, 6.4.

Décor Committee

No report.

Finance Committee

The finance committee received the template for the 2025 budget and draft reserve study and will have questions for the Board and will solicit feedback.

Newsletter Committee & Committee member appointment

Candidates' night is after the newsletter deadline so the candidates night update and photos will be in the September newsletter.

Nomination & Election Committee

There are two seats and two candidates, on August 28th you will be meeting the candidates who will be elected by acclamation.

Rascals

Roy has been working with the group and has done amazing work with the landscape at the parking lot, as well as special irrigation projects throughout the property. Donna Miller has been doing some wrought iron paint touch up as well. A group went down to Liberty Ln. cleaned up branches, cleaned up debris, etc.

Welcome Committee

Our next meet and greet is Friday, August 16th at 6PM and we continue to meet with new residents monthly.

President's Report

The Board was asked about printing the newsletter in all color, black and white are \$3 apiece and color is more than \$7. We currently print 200 copies of the newsletter, so it would be double if we were to print them in color. The pool equipment area was dirty and had trash that was emptied. We are getting a new gate for the equipment area because the current gate is rusted. We are also looking into getting a spigot installed into the pool area to accommodate a hose.

Vice President

CIMS will be sending out violation letters for people parking on the street overnight in violation of the rules.

Treasurer's Report

Our income exceeds our expenses, so we are anticipating ending the year just fine financially. We are no longer having to pay back reserves from the money we borrowed in 2023. The next very large expenditure has to do with asphalt which may be coming up next year.

Secretary's Report

No report.

Director of Operations

Uplighting is being replaced at some of the palm trees, the tennis windscreens have been replaced, we are looking at rodent abatement, there may be a new ramp installed so that people with disabilities would be able to enter the area to watch or play tennis,

we are looking to replace the pool equipment gate and installing a spigot in the pool pump area as well.

OLD / NEW BUSINESS:

Policies & Rules

- **Revision of fine policy**
The Board is discussing revising rule 2.2, the fine policy.

- **Approve rules 1.1,1.2,2.1**
The Board posted all 3 rules for a 28-day comment period, that comment period ended July 14th. All Resident comments were reviewed and considered by the Board. There were some minor corrections and changes due to grammar, punctuation and formatting. The Board **MSC** to adopt the changes to rules 1.2 and 2.1 changes to rules. The Board **MSC** to table adoption of rule 1.1 and place it on the September agenda.

- **Revision of estate sale application & estate sale coordinator agreement**
The Board revised the application and coordinator agreement to clarify rules.

- **Ethics policy**
Tabled

- **Anti-harassment policy**
Tabled

Proposals for Review and Consideration

- **Ratify gate repair proposal**
The Board **MSC** to ratify gate repairs due to a vehicle accident (\$7,000) to be conducted by Automatic Gates, to be reimbursed by the Resident's insurance.

- **Janitorial contract**
The Board **MSC** to approve the revised version of the contract with Class Act clarifying their scope of work.

- **Pool deck**
The Board **MSC** to re-approve Liquid Coatings to continue with the pool deck repair, power washing and sealing as originally planned and approved in open session at a prior meeting.

- **Pool shrub replacement**
The Board **MSC** to have both shrubs removed and replaced at a NTE of \$350 with E&E.

- **Clubhouse window tinting**
The Board is looking into possibly applying darker tint to the clubhouse doors, or having custom shades being installed to help prevent glare, bright sunlight and heat. CIMS is checking with the fire marshal to see which option will be allowed.
- **JK Electrical uplighting**
The Board **MSC** to approve JK Electric to replace 5 up-light fixtures and bulbs with Led and upgraded fixtures.
- **Janitor VS Handyman**
The Board discussed the pros and cons of having a handyman on staff, the potential jobs to be given, the potential cost, etc.
- **Ramp for tennis courts**
Tabled to September.
- **Pool equipment gate replacement**
Tabled to September.
- **Pool equipment spigot installation**
Tabled to September.
- **Road study**
There has been discussion about contractors coming in to give estimates on the status of the asphalt and path forward. A Resident suggested we use a consultant to provide us with a professional recommendation. The Board is considering speaking with the consultant. The cost is approximately \$4500 for the initial consultation if the Board chooses to go with him.

HOMEOWNER'S FORUM: Homeowner's forum – there were approximately 29 homeowners in attendance. Topics Discussed included –

- Concerns about parking on the street after 10PM and what happens with a party when guests are parked in the street.
- Question regarding the back clubhouse door shades and options.
- Questions related to spray paint on the asphalt.
- Concern about the broken umbrella at the pool and request to have the heavier umbrellas at the pool.
- Request to have a bold reminder in the newsletter regarding wearing diapers at the pool.
- Question about window washing timeline.
- Pool repair cost question.
- Fine policy question.
- Pool deck concerns.
- Asphalt concerns.


ADJOURN: 6:38 PM

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session on August 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



Secretary/Board of Director

9/27/24

Date

These minutes were formally approved by the Board of Directors at the meeting held on: 9/11/24