

**Summerset at Brentwood III Association  
Board Meeting Minutes  
Clubhouse  
Thursday, January 15, 2026**

**Board Members Present:** Richard Marrs, President; Mark Bryildson, Vice President; Michelle Pitts, Treasurer; Susie Davis, Secretary; Steve Asmann, Member at Large.

**Board Members Absent:** None

**Staff Present:** Christine Alfaro, Collins Management Company.

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**Call Order -** R. Marrs called the Meeting of the Summerset at Brentwood III Homeowners Association Board of Directors to order at 3:14 PM.

**Homeowner Forum** – The following topics were brought forward for discussion: appreciation was expressed for the new exterior paint at the Clubhouse, and a concern regarding gym temperatures was raised.

**Committee & Club Updates** – Club and Committee representatives provided updates regarding recent and upcoming activities.

**Announcements**

Upcoming Activities – R. Marrs reported on upcoming Association events.

2026 Board Meeting Schedule Update – The Board Meeting schedule was shared. Executive Sessions will continue to be held monthly, Open Board Meetings will transition to a bi-monthly schedule, there will be two (2) Town Hall Meetings in 2026, and one (1) Annual Membership Meeting.

Nominating & Pool Committees – S. Davis motioned to approve Tom Moran and Mark Bryildson to the Nominating Committee and Alice Dolan to the Pool Committee. M. Pitts seconded the motion, and the motion passed unanimously.

**Minutes** – S. Davis motioned to approve the December 18, 2025, Board Meeting Minutes as amended. The motion was seconded by S. Assman and passed unanimously.

**Financials – Financials** – The Board reviewed the November 2025 Financial Statements, including reconciled bank statements, operating accounts, reserve and CIF accounts, investments, and past-due accounts.

**Unfinished Business:**

Tennis Court Easement Update - The Association’s legal counsel has been asked to obtain any available historical records, including recorded easements and use and maintenance agreements.

Automatic Door Proposal – The Board tabled this project.

Tree Service Along Fairview Soundwall – This service is scheduled to take place January 27-28.

2 Year Tree Plan Service – Year two (2) of the three-year tree maintenance plan is scheduled to take place and will include the Clubhouse trees.

**New Business:**

Adopt Board Personnel Executive Committee Resolution – Final Wording – The Board confirmed approval of the final wording of the resolution previously approved at the December 18, 2025 Board Meeting.

Pool & Spa Preventative Maintenance Proposal – The Board tabled a proposal from Sun Point Services to perform preventative maintenance on the pool system and install an auto-chlorinator system.

Clubhouse Entry Upgrade/Maintenance Proposal – The Board tabled a proposal from A & D Floor Restoration, dated January 5, 2026, for improvements and maintenance to the clubhouse entry area.

**Adjournment** – With no further business to discuss, the Board adjourned the meeting at 4:14 PM. The next regular Board Meeting will be held March 19, 2026, at 3:00 PM.

**Executive Session Summary – January 15, 2026:**

The Board met in Executive Session on January 15, 2026, to review committee liaison updates, approve the December 18, 2025 Executive Session Minutes, and review homeowner concern forms regarding maintenance and nuisance matters. The Board also discussed legal matters related to the tennis court easement and directed management to obtain additional historical records and legal guidance.

The Board continued its review of proposed rule revisions and approved distributing a proposed amendment to Rule 9.2.2 regarding gate clickers, as well as proposed Electronic Voting Rules, for the required 28-day member comment period. The Board requested additional revisions to the Fine Policy prior to distribution.

No disciplinary action was taken.

**BOARD CERTIFICATION**

I, Susie Davis, Secretary of the Summerset at Brentwood III Homeowners Association, do hereby certify the foregoing is a true and correct copy of the Minutes of the Summerset at Brentwood III Association Board of Directors Meeting held on January 15, 2026, as approved by the Board Members in attendance of the meeting.

Signed by:  
  
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Signature

March 19, 2026  
Date