**MARCH 14, 2019 MINUTES OF BOARD MEETING**

**OF BROOKSHIRE ESTATES**

A Board of Directors meeting of Brookshire Estates was held on March 14, 2019. In attendance were Mike Foss President, Dick L’Heureux Vice-President, Yvonne Tichelaar Treasurer, Jeff Cao Member-at-Large and Judy Moschetto Secretary. Mike called the meeting to order.

**Financial Report.** Yvonne advised that 18 homeowners had not yet paid their 2019 HOA dues and that a reminder letter will be sent to those homeowners very soon. Yvonne offered the 2019 Expense Report which is attached hereto and incorporated herein.

**Entrance Pond Cleanup**. Mike reported that he has contacted the City of Sammamish to discuss pond cleanup and tree removal but as of this Board meeting has not yet had a response from City of Sammamish and will stay on this project and continue reaching out and report back to the Board.

**Tree Removal at Entrance**. Yvonne advises that the fallen tree has been cut up and that arrangements for removal of remaining debris will be soon made.

**Monarch/Signature Landscaping New Team**. Mike and Yvonne reported that an entirely new Signature team has been assigned to Brookshire Estates as a result of our complaints and poor service from Signature in the past. Mike and Yvonne have met with the new team and discussed our expectations and concerns with Signature’s past performance and will report back to the Board.

**Water Audit**. Mike reported that the Sammamish Water Department has requested specific information on repairs made by the HOA to qualify the HOA for the City’s water audit, which information has been sent by Yvonne and to which we are awaiting response from the City Water Department.

**Mailbox Repair on 47th Place**. During February’s snowstorm the mailbox cluster on 47th Place was severely damaged in an accident caused by an HOA homeowner. The resident contacted his insurance company which has initiated building a new mailbox cluster. The Board has been advised that the repairs should be completed in March.

**Entry Island Lights**. Some of the lights on the island entry to Brookshire are no longer working and Mike advised he will investigate if bulbs simply need to be replaced or if a more complicated wiring fix is required and will report his findings back to the Board.

**2019** **Annual HOA Meeting**. Mike will schedule and make appropriate arrangements for our annual 2019 HOA meeting and will advise the Board.

There being no further business to come before the Board, it was moved, seconded and approved that the meeting be adjourned and Mike so adjourned the meeting.

Respectfully submitted

*Judy Moschetto*, Board Secretary