

## MINUTES OF BOARD MEETING FEBRUARY 6, 2020

### OF BROOKSHIRE ESTATES

The Board of Directors of Brookshire Estates met on February 6, 2020. In attendance were Mike Foss President, Dick L'Heureux Vice President, Yvonne Tichelaar Treasurer, Jeff Cao Webmaster and Judy Moschetto Secretary. The meeting was called to order by Mike Foss.

**Treasurer's Report.** Yvonne presented the completed and reconciled 2019 Expense Report as well as the 2020 Year To Date Expense Report both of which are attached hereto and incorporated herein. Yvonne advised that as of the meeting date 87 HOA residents had paid their 2020 dues, and said she is receiving additional payments on a daily basis, and further advised that additional payments will be received throughout February. She advised that if she has not received a resident's 2020 dues payment by early March, she will send a written reminder. She will continue to keep the Board apprised of payments received and any problems which may arise.

**Tree Care.** Yvonne advised she has contacted the tree service vendor which had previously provided services to Brookshire and has requested various options from the vendor regarding tree care for the entry island and along either sidewalk in Brookshire. It was confirmed that any tree issues around or in the pond are the responsibility of the City of Sammamish. Yvonne advised she will meet with the vendor to view our property, secure the bids and advise the Board.

**Recycle Day Reminder.** The Board requested Mike to send an email blast to all HOA residents reminding each homeowner to bundle any and all paper, cardboard or recycle contents that will not fit into their recycle bin so that the same will not blow around the neighborhood on windy days.

**Mailbox Repair.** Dick and Claudette drove around the neighborhood and discovered 6 mailbox clusters whose shingles have been damaged and need repair. Yvonne advised that she has contacted the vendor who built the mailbox clusters and will secure an estimate for repair of the shingles on all of the clusters which Yvonne will report to the Board so a decision can be made on repair of same. Yvonne also suggested that she contact a licensed, bonded and insured handyman to get a bid from him regarding repairs of only the damaged mailbox roofs and report back to the Board on her findings.

**Garage Door Replacement.** A resident contacted John Woloszyn, Architectural Committee Chair, requesting advice and approval of his garage door replacement design which included window cutouts on the garage door. The Board appreciates and commends the resident for adhering to the CCRs. John forwarded the resident's design request to the Board for review. The Board discussed the same at length, referred to the CCRs and decided the resident's

**Meeting Adjourned.** There being no further business to come before the Board, it was moved, seconded and unanimously agreed that the meeting be adjourn and Mike then adjourned the meeting.

*Judy Moschetto*, Board Secretary

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