

## **MINUTES OF BROOKSHIRE ESTATES BOARD OF DIRECTORS MEETING OF NOVEMBER 16, 2023**

A meeting of the Board of Directors of Brookshire Estates took place on November 16 2023. Attending were President Jeff Cao, Treasurer Yvonne Tichelaar, Secretary Judy Moschetto, Members at Large Dick L'Heureux, Erin Ehlinger and Kevin Kelly. Absent were: Veronika Sipeeva, Mike Foss and John Woloszyn. Jeff called the meeting to order at 7pm and proceeded with the agenda.

1. **Solar Panels and Drought Resistant Landscaping.** Erin advised that in 2020 the Washington Legislature passed a law stating the HOAs cannot overly restrict use of solar panels. Brookshire has received a question from one resident regarding solar panels but said resident did not offer a specific plan or engineer report re same. The Board discussed this issue and voted not to reach out to the HOA attorney at this time for guidance of solar panel installation, but will reach out to the HOA attorney if and when the Board receives a specific proposal accompanied by an engineer's report detailing plans for solar panel installation, fireproofing, structural integrity and any other requirements regarding solar panels. Given climate concerns, drought resistant common area plantings were addressed but the same was tabled at this time and which can be again addressed in 2024 with specifics re plants and costs.
2. **Mailbox Support Post Cleaning.** Jeff advised he spoke to his handyman regarding cleaning the support posts of each of the mailbox clusters throughout Brookshire. Said cleaning would include sanding, grouting, sanding, polishing and staining. The handyman's bid for the foregoing was \$150.00 per mailbox cluster. The Board requested Jeff to clarify with the handyman to check if any rot is appearing and if so what the bid would be to take care of that item. Jeff indicated he would do so and report back to the Board.
3. **Republic Services in 2024.** Brookshire residents are reminded to review the mailed information we received from Republic regarding 2024 trash, recycling and yard waste changes and comply therewith.
4. **Garbage, Recycle and Yard Waste Can Storage.** There have been ongoing problems with a few residents storing their trash, recycling and yard waste can within sight of street view which is in violation of HOA regulations. The Board requested Jeff to converse with John regarding same and then send non-certified letters to specific homeowners who are not complying with HOA regulations. Yvonne and Jeff will do a neighborhood walk to check on this issue.
5. **Replacement Plantings in 240<sup>th</sup> Circle.** The Board had previously received a request from a homeowner in the 240<sup>th</sup> Circle regarding dead plants in the circle. Yvonne checked with the HOA landscaping company, which indicated that the plants had been planted last year and further said that said plantings typically take up to two years to take root. At the time of the plantings surrounding residents were advised that there was no irrigation system for the plants and that the same had to be hand watered by the residents. The plants died. The Board discussed the resident's request

for new plantings and determined that was not economically feasible. Yvonne further advised that all of the traffic circle areas would have new bark spread. The Board decided to remove the dead plants and to advise the residents re the foregoing.

6. **Financials.** Yvonne presented year-to-date financials, which are attached hereto and incorporated herein, which the Board reviewed and approved and noted that we have a healthy reserve. Yvonne also advised that Brookshire successfully passed the backflow test.
7. **Entry Lights.** A resident expressed concern that one of the entry lamps might be defective. A Board member stated she would request her spouse to check the lamp and will report back to the Board before we call an electrician.

There being no further business to come before the Board, it was moved, seconded and unanimously approved that the meeting adjourn and Jeff adjourned the meeting.

Respectfully submitted

*Judy Moschetto, Secretary*

YTD 2023 expense report													
Item	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
Landscaping Contract	\$2,224.02	\$2,224.02	\$2,224.02	\$2,224.02	\$2,224.02	\$2,224.02	\$2,224.02	\$2,224.02	\$2,224.02				\$20,016.18
Landscaping Misc	\$33.59							\$4,253.16					\$4,346.75
PSE	\$27.81	\$23.69	\$22.86	\$20.76	\$16.92	\$16.47	\$15.89	\$15.78	\$17.15				\$177.33
Water/Sewer	\$34.23	\$34.23	\$34.23	\$150.55	\$34.23	\$449.29	\$608.01	\$617.16	\$1,550.96				\$3,512.89
M/R Common Areas			\$302.78				\$7.13						\$309.91
M/R Water Audit								\$2,438.72					\$2,438.72
M/R Sprinkler System													\$0.00
M/R Tree care													\$0.00
M/R Signage													\$0.00
Office Supplies						\$52.84							\$52.84
Printing/Copies							\$28.61						\$28.61
Directory Publishing													\$0.00
Web Page	\$22.95	\$22.95	\$45.90	\$22.95	\$22.95	\$27.95	\$27.95	\$27.95	\$27.95				\$249.50
Miscellaneous							\$153.52	\$92.64					\$246.16
Postage							\$21.47		\$8.56				\$30.03
PO Box rental		\$176.00											\$176.00
Legal Fees HBLC	\$206.00												\$206.00
Taxes													\$0.00
PS&F Directors Liability	\$1,939.00												\$1,939.00
PS&F General Liability		\$2,240.00											\$2,240.00
Secretary of State, Dues													\$0.00
Annual Meeting, Hall													\$0.00
Annual Meeting, Projector													\$0.00
Garage Sale/													\$0.00
<b>Total</b>	<b>\$4,547.60</b>	<b>\$4,720.89</b>	<b>\$2,629.79</b>	<b>\$2,418.28</b>	<b>\$2,298.12</b>	<b>\$2,770.57</b>	<b>\$3,086.60</b>	<b>\$9,669.43</b>	<b>\$3,828.64</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35,969.92</b>