

MINUTES OF BROOKSHIRE ESTATES BOARD OF DIRECTORS MEETING OF MARCH 23, 2025

A meeting of the Board of Directors of Brookshire Estates occurred on March 23, 2025 at 2pm. In attendance were Jeff Cao, President, Yvonne Tichelaar Treasurer and Judy Moschetto Secretary. Absent were Kevin Kelly Vice-President, John Woloszyn Architectural Chair, Mike Foss and Dick L'Heureux Members at Large. Jeff called the meeting to order and proceeded with the agenda.

Annual Meeting. Discussed ensued about scheduling the HOA annual meeting and it was suggested that Wednesday June 11 from 6:30-8:30pm would be the best date. Jeff will contact Beaver Lake administration about said date and to reserve same for our meeting and will advise the Board.

Financials. Yvonne reported that 133 HOA members have paid their 2025 dues, and the 5 who have not yet paid their 2025 dues by April 1 will be subject to fines. Yvonne reported that per Board decision a new Directors and General Liability Insurance carrier has been employed for an annual savings of \$924.00 incorporated herein and which shows that our HOA is in good financial shape. The Board expressed gratitude to Yvonne for her excellent stewardship as Treasurer.

Repainting Curb House Numbers. It was noted that the house numbers in the HOA painted on the curb are fading and should be repainted to enable first responders to quickly respond to any emergency. It was noted that the individual who previously painted the curb numbers did an unsatisfactory job and we need to find a new contractor to perform this work.

Capping Well. A contractor had previously agreed to cap the unused well on the common area but the work has not yet been completed. Jeff advised he had contacted this contractor who promised the work would be completed by the end of March which Board members will inspect upon completion and release payment to said contractor.

Spring Newsletter. At our last Board meeting Kevin indicated that he would prepare a Spring Newsletter and Jeff indicated he would contact Kevin re progress and publication of same. Suggestions for information to be included but not limited are: Spring cleanup of houses and yards, maintaining appearances of our homes pursuant to Brookshire standards, trash cans to be removed from front of homes within 1 day of trash and recycle pickup, annual meeting date and time and place, and participation in the Annual Night Out in August. Residents' suggestions are welcome.

Signage In Front Of Homes. A resident contacted the Board expressing concern about company work signage in front of homes remaining for a long time. The Board consulted CCR XIII Section 8 which allows company work signage to remain in front of a home during the work project but must be removed within 5 days of completion of work.

Rotten Front Windows. A resident expressed concern about rotten front windows on a rental home in Brookshire. Yvonne advised she has the information on the management company for this rental which she gave to Jeff, who indicated he will contact the property management company to notify it about the condition of the windows and to request that the same be properly fixed pursuant to our By-Laws.

HOA Garage Sale. A resident inquired if the HOA would sponsor a Brookshire-wide garage sale. The Board discussed the inquiry and indicated that the Board nor Brookshire would sponsor or enable a garage sale but advised that individuals may organize individual garage sales as they wish.

Notices of Board and HOA. It was expressed that a number of our Board members may not receive emails or notices via our HOA google email. Jeff advised he would check with Board members receipt of same and if said communications procedure to Board members and HOA members should be changed to allow everyone to receive the appropriate communications and will report back to the Board.

There being no further business to come before the Board the meeting concluded.

Respectfully submitted

Judy Moschetto, Board Secretary