

MARCH 8, 2020 MINUTES OF BOARD OF DIRECTORS MEETING OF BROOKSHIRE ESTATES

A meeting of the Board of Directors of Brookshire Estates convened on March 8, 2020. In attendance were: President Mike Foss, Vice-President Dick L'Heureux, Treasurer Yvonne Tichelaar, Web Master Jeff Cao and Secretary Judy Moschetto.

Status of 2020 HOA Dues Payment. Yvonne reported that to date 115 HOA residents have paid their 2020 HOA dues. Reminders will be sent to residents who have not yet paid their 2020 dues within two (2) weeks of this meeting date.

2020 Preliminary Expense Report. Yvonne presented the Board with a preliminary 2020 Expense Report as of this date, attached hereto and incorporated herein. Yvonne advised she will finalize same shortly and forward to the Board and the same will be attached and incorporated into these Minutes.

Mailbox Repair. Yvonne reported that she has met with an independent contractor who the Board may engage to repair the mailbox cluster roofs in Brookshire. Yvonne advised that this contractor has made a repair bid of \$60.00 per hour for a 2-man crew per mailbox cluster and estimated that the entire job could be done for \$350.00 per mailbox cluster. He believes he can complete 2 clusters per day. This bid is significantly lower than the bid we received from another roofing business. The contractor advised that if only a few mailbox shingles needed to be replaced without damaging the rest, he will replace the damaged shingles rather than the whole roof. Yvonne proposed that the contractor be engaged to repair one mailbox cluster to see if his work is satisfactory. It was moved, seconded and unanimously approved that Yvonne engage the contractor to perform work on one mailbox cluster and if she finds his work satisfactory, that she has the authority from the Board to hire him to repair all the damaged mailbox clusters in the HOA.

Lawn Aeration, Lime and Reseeding. We receive a bid from Monarch to perform lawn aeration, lime application and reseeding for a total charge of \$1,925.00. The Board discussed the cost of this service in view of the other major services which may be needed this year. After discussion the Board agreed that a lime application was appropriate but we would hold off on aeration and reseeding at this time. Yvonne will contact our Monarch rep, find out how much the lime application would cost and if it is reasonable to Yvonne, she has the Board authority to hire that done.

Tree Service. In February 2020 a certified arborist inspected the trees along our entry and gave the Board recommendations that several of the trees be cut down and others thinned and other tree services, which bid was quite expensive. On February 22, 2020 Jeff and Judy did an extensive walk around of the entry trees pursuant to the arborist's report, after which they reported to the Board that they felt a number of trees that the arborist deemed dead and in need

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