

JUNE 3, 2020 MINUTES OF BOARD MEETING OF BROOKSHIRE ESTATES

A meeting of the Board of Directors of Brookshire Estates was called to order on June 3, 2020. Due to the COVID stay-at-home order the meeting was conducted via Zoom. In attendance were Mike Foss, President, Dick L'Heureux, Vice-President, Yvonne Tichelaar, Treasurer, Jeff Cao, Webmaster, and Judy Moschetto, Secretary.

HOA Meeting. Mike advised that Brookshire usually schedules its Annual Meeting in June. However, due to the Governor's stay-at-home restrictions, the meeting is postponed at this time. The Board discussed scheduling and together with a notice we received from Beaver Lake Lodge indicating that no facilities will be open until at least September 1, the Board hopes to schedule our HOA meeting in September, but same is dependent upon the stay-at-home order in place at that time.

Mike presented a proposed agenda for the Annual Meeting, consisting of the following:

- a. Financial Report
- b. Sammamish Water District Audit Results
- c. Update on Issaquah-Fall City Road Improvements
- d. Tree issues at Brookshire entry and replacement costs
- e. Review of exterior painting requirements
- f. Board nominations
- g. Any new business, including but not limited to an updated Directory and repair of certain damaged mailboxes

Mike proposed a 2-page notice be prepared and distributed to all HOA residents detailing said agenda, with brief explanations of each category, and advising that we hope to schedule the Annual Meeting in September in adherence with the stay-at-home orders at that time. Mike indicated he will prepare said proposed meeting notice and ask the Board for input re same. The Board hopes to distribute said notice in June.

Financial Report. Yvonne presented 2019 Year To Date Expense Report, 2020 Year To Date Expense Report and a Forecasted 2020 Budget, which will be made available to HOA residents at the Annual Meeting.

Tree Issues. Yvonne has received a bid from Monarch to cut the 3 dead trees in our entry but same was 40% higher than a previous bid. Therefore, Yvonne has contacted our Monarch representative to discuss this discrepancy and will report back to the Board.

Mailbox Repair. Some of Brookshire's mailbox clusters need repair but the Board decided to put off the same until fall of 2020 or even 2021, at the Board's discretion.

Directory Update. A request for updated information from each HOA resident will be attached to the Annual Meeting notice and a 2020 HOA Directory will be prepared and distributed after everyone has returned their information.

Followup Meeting. The Board will schedule a followup meeting to discuss foregoing issues during the week of June 8.

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

Respectfully submitted,

Judy Moschetto, Secretary