

MINUTES OF EMAIL BOARD MEETING OF DECEMBER 11, 2022 OF BROOKSHIRE ESTATES

Due to unforeseen exigent circumstances, the Board of Directors of Brookshire Estates assembled via email to review and discuss 2023 dues to be levied. Treasurer Yvonne Tichelaar prepared and presented HOA financial information to Board members President Mike Foss, Vice-President Dick L'Heureux, Architectural Chair John Woloszyn, Web Master Jeff Cao, Members At Large Erin Ehlinger and Kevin Kelly, and Secretary Judy Moschetto.

Treasurer's Report. Yvonne presented an overview of the last 5 years' expenses for Board members' review and discussion. There was no correction or objection to said financial information presented.

expenses, resulting in a healthy financial reserve in our Treasury.

Yvonne then presented forecasted 2023 expenses. She noted that even though individual provider expenses may be higher than in 2022, she felt confident that our Treasury reserve and the last 5 years' expense report and healthy Treasury reserve, Yvonne proposed that 2023 HOA dues remain at the 2022 level of \$385.00.

Proposal and Recommendation for 2023 HOA Dues. Pursuant to all the information in the Treasurer's Report hereinabove, Yvonne proposed that the Board approve 2023 HOA dues owing remain at the sum of \$385.00. She requested that the Board members review all the financial information submitted and her recommendation of 2023 dues in the sum of \$385.00 and vote via email "Yes" or "No" to approve the financial report submitted and to approve the recommendation of \$385.00 for 2023 dues.

2022 Financial Report Approved. Via email response and vote, Board members Dick L'Heureux, Jeff Cao, Judy Moschetto, Yvonne Tichelaar and Erin Ehlinger voted "Yes" and accepted and approved the submitted 2022 Financial Report and the same was approved and accepted by majority vote.

2023 HOA Dues Approved. Via email response and vote, Board members Dick L'Heureux, Jeff Cao, Judy Moschetto, Yvonne Tichelaar and Erin Ehlinger voted "Yes" and approved the sum of \$385.00 as dues owing for 2023, and the same was approved by majority vote and upon this majority vote approval Yvonne will proceed to prepare and mail 2023 dues statements to HOA residents after January 1, 2023.

No Further Business. There was no further business needing to be addressed by the Board before end of 2022, Board members were thanked for their prompt responses hereinabove. Any and all HOA business will be presented and addressed in the Board's first 2023 Board meeting.

Respectfully submitted,

Judy Moschetto, Board Secretary