

MINUTES OF THE BROOKSHIRE HOMEOWNERS' ASSOCIATION BOARD MEETING

September 8, 2026

The Brookshire Homeowners Association Board Meeting was held on September 8, 2026, beginning at 7:00 p.m. Board members Kirk Painter, Michelle Brode, Mitch Lustig, Kevin Kelly, Mike Raab, Daniel Tao, Yvonne Tichelaar, and Shirley Murphy attended the meeting in person. Mike Raab, Fran Guo attended via Zoom.

In accordance with the published agenda on the HOA website, the first 15 minutes of the meeting were reserved for homeowner comments, both in person and via Zoom. After the homeowner comment period concluded, and with no further questions raised, Kirk called the meeting to order and proceeded with the published agenda.

Transition Between the Incoming and Outgoing Board

The board meeting focused on addressing director resignations and appointments to bring the board back into compliance with the bylaws, which require three directors. Jeff resigned effective September 3, and Yvonne resigned effective September 8. Michelle was appointed to fill Jeff's position, and Mitch was appointed as the third director.

The board also appointed four members to the Architectural Control Committee: Andre, Shirley Murphy, Melinda, and Jason. The three directors agreed to determine the President and Vice President positions offline.

Financials

Treasurer Mike Raab presented the 2026 year-to-date expense report, which is attached to these meeting minutes. He reported that all outstanding September bills had been paid. Once the new President is determined, Mike will update the bank signatories accordingly.

CC&R Amendment Draft Review

The previous board approved a CC&R amendment to allow additional fire-hardened roofing materials. The amendment was prepared by the HOA attorney in May 2026. Because the new state law, SSB 6054, became effective on June 11, 2026, the new board will review and update the amendment as needed. The revised amendment draft will be sent to the HOA attorney for review and approval.

The board will develop a communication plan to inform homeowners about fire-hardened roofing materials and the new state law. The plan will include a plain-language letter to the community and a frequently asked questions (FAQ) page on the Brookshire website.

Well Decommissioning vs. Maintenance Issue

Kevin and Yvonne will research the well issue and provide an update and recommendation to the board. Yvonne is familiar with the history of the well and the related issues.

Meeting Adjourned. There being no further business to come before the Meeting, it was moved, seconded and unanimously approved that the meeting adjourn, and Kirk so adjourned the meeting.

Respectfully submitted Fran Guo, Brookshire HOA Secretary

YTD 2026 expense report													
Item	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
Landscaping Contract	\$2,294.88	\$2,294.88	\$2,294.88	\$2,294.88	\$2,294.48	\$2,294.88	\$2,294.88	\$2,294.88	\$2,294.88				\$20,653.52
Landscaping Misc					\$907.77								\$907.77
PSE	\$29.78	\$31.86	\$30.09	\$30.08	\$26.19	\$25.07	\$25.91	\$24.65					\$223.43
Water/Sewer	\$112.54	\$46.98	\$47.03	\$148.63	\$0.56	\$2,078.26	\$1,955.67	\$1,164.31	\$1,190.00				\$6,744.00
M/R Common Areas			\$250.00		\$1,961.00								\$2,211.00
M/R Water Audit													\$0.00
M/R Sprinkler System					\$233.26								\$233.26
M/R Tree care													\$0.00
M/R Signage													\$0.00
Office Supplies					\$35.35								\$35.35
Printing/Copies													\$0.00
Directory Publishing													\$0.00
Web Page	\$77.98		\$16.58			\$187.40							\$281.96
Miscellaneous/ Social					\$247.00			\$203.03					\$450.03
Postage			\$240.00										\$240.00
PO Box rental		\$196.00											\$196.00
Legal Fees HBLC					\$669.50	\$1,339.00	\$669.50	\$1,957.00	\$669.50				\$5,304.50
Taxes													\$0.00
PS&F Directors Liability	\$1,392.00												\$1,392.00
PS&F General Liability	\$2,287.00												\$2,287.00
Secretary of State Dues													\$0.00
Annual Meeting, Hall				\$110.00									\$110.00
Annual Meeting					\$109.48								\$109.48
													\$0.00
Total	\$6,194.16	\$2,569.52	\$2,678.56	\$2,583.59	\$6,484.59	\$5,924.63	\$4,945.96	\$5,643.87	\$4,164.36	\$0.00	\$0.00	\$0.00	\$41,379.30