

BROOKSHIRE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
AGENDA
TUESDAY, OCTOBER 25, 2017 - 6:00 PM
Brookshire Association Recreation Center, 3186 Summerton Ct., Camarillo

I. CALL TO ORDER/ROLL CALL

II. OPEN DISCUSSION FOR OWNERS –OPEN FORUM

Owners may address the Board at this time – 3-5 minute time limit for owners to speak

III. SECRETARY’S REPORT /APPROVAL OF MINUTES

Minutes of the August 22, 2017 meeting

Minutes of the Special Board Meeting of July 27, 2017

IV. TREASURER'S REPORT

A. September 2017 financial as prepared by Anchor

V. BOARD BUSINESS

A. **Lighting** – construction manager will put lighting out to bid once Board chooses fixture

B. **Liens** – 2 required. Lot # 41 and lot # 25.

C. **2018 Proposed Budget** - changes / approval required

D. **Window Washing** – manager researched when it was last completed

2. 3 Proposals for cleaning this year

E. **Gym Equipment**

1. Replacement of equipment proposal

2. Replacement of flooring proposal

F. **Correspondence**

VI. MANAGEMENT REPORT

A. **Work Order Log** – 8/16/17-10/16/17

VII. NEXT MEETING DATE

December meeting date TBD. Tuesday manager is available: 5th. Also available Monday the 4th, Thursday the 7th

VIII. ADJOURNMENT TO EXECUTIVE SESSION

The Board will meet in Executive Session to consider delinquencies, foreclosures, violations, 3rd party contracts and legal matters.

EXECUTIVE MEETING AGENDA

Immediately following the regular Board Meeting

I. CALL TO ORDER/ROLL CALL

II. APPROVAL OF MINUTES

Minutes of the August 22, 2017 Executive Meeting

III. BOARD BUSINESS

A. **Delinquency report**

B. **Violations** – new ones for period 8/16/2017 – 10/16/2017

1. Vote on Fines

C. **Contracts**

D. **Correspondence**

IV. ADJOURNMENT