

DRAFT Meeting Minutes.

Eastbrook Estates Homes Association, Inc.
Board of Directors' Meeting.

Date Tuesday, May 19, 2026
Place: Hunt Management Offices, Mequon.

AGENDA

A. Call to Order: President McMahon called meeting to order at 1:30 5/19/2026.

Members in attendance: T. McMahon, J. Hlavacek, J. Buresh, L. Dean.

Quorum of the Board is present.

Staff: Samantha Hoppe

Guest: Pat Marchese.

At the call of the chair the matter of filling the Board vacancy caused by Carol Gehl's retirement was discussed.

A motion was made by President McMahon to appoint Pat Marchese to the Board to fill the vacant seat until HOA Board meeting.

Motion second by J. Hlavacek.

Motion carried by unanimous vote.

President McMahon requested that P. Marchese act as the Board Secretary. Mr. Marchese accepted.

B. Review and approval of Minutes: The review and approval was laid over, while Hunt completes the installation of a new soft ware which will to be used for our future meetings.

C. Financial Report.

J. Buresh and S. Hoppe briefed the Board on the HOA's financial status. (see attached report 5/16/26).

Expenses:

Board members Buresh and McMahon asked several questions regard expenditures related to pond maintenance, wildlife control and tree removal.

S. Hoppe will prepare a clarification of the specific expenditures and present to the next Board meeting

Homeowners HOA fees aging report:

S. Hoppe presented the aging report, and explained the process Hunt uses to insure timely payments.

The Board directed S. Hoppe to send a letter to owners that are not responding, and are over 90 days late requesting prompt payment.

A motion was made by T. McMahon to table Financial status report until Board reviews explanation of questioned expenses at next meeting. Motion carried unanimously.

D. Owners Matters.

1609 W. Eastbrook Drive. Landscape Issue: Planting trees/bushes in common areas. Outside 15 foot Owners area.

Resolution: send letter to Owner requesting removal (Use Hunts standard approach, remove or ask Board for exception to HOA rules.)

Send letter to all Owner restating HOA rules regarding use and infringement on common areas.

1611 W. Eastbrook Ct. Mailbox damage. Repair complete

1519 W Eastbrook Ct. Water intrusion, Condensation;

Resolution: T. McMahon to meet with Contractor, Owner review proposal for partial siding replacement. Report to Board at next meeting
1634 Pinewood Ct. Surface Drainage along structure. Drainage may be obstructed due to construction of new deck. (Discussion: This area has had a drainage problem that was fixed.)

Resolution: Site visit (5/19/26) to see issue/problem and contact contractor who built deck to find out if drainage may have been blocked as a result of contraction. Report to Board at next meeting.

1625 W. Eastbrook Ct. Roof leaks. Contract roofing contractor to repair leaks at chiming and remove roof vent for bathroom fans.

Resolution: contact contractor for work schedule.

1618 W. Eastbrook Ct. Shutter replacement.

Resolution: Provide replacement shutter.

E. Old Business.

Tree Maintenance: Tree/branch broken on side of South Pond;

Resolution: Issue Work Order to cut and remove.

Pond maintenance: Aerators in South pond do not operate.

Resolution: Issue Work Order to repair.

Pond Aerators in North pond: Schedule of operation needs to be adjusted to reduce time of operation.

Resolution: issue word order to review and adjust operation schedule. Owner input required.

Street light poles and fixtures: Replace all poles and fixtures. Review proposal from BBC lighting.

Resolution: Review all activities required for replacement including general construction, installing new poles in concrete, electrical connections, to existing timing box, and Owner supplied poles and fixtures. Present to Board for review.

Exterior Painting: Which units will be painted and establish schedule of work.

Resolution: meet with Painting Contractor 5/19/26. Make decision.

Insurance: Mid-Year Bidding

Resolution: Receive proposal at June 16, 2026 Board meeting.

F. New Business.

Annual HOA meeting set for Monday June 22, 2026 at 6:00pm at Weinberg Library.

Suggested items: Recognition of Carol Gehl Steve and Fran Richman.

Welcome new owners.

Remind owner of Common Area and Owner Area HOA rules.

Inform Owners of cost challenges due to Insurance.

Next Meeting Tuesday June, 16,2026.