

**Brooktree Townhouses Homeowners Association**  
**Board Meeting Minutes**  
**April 1<sup>st</sup>, 2020**  
**Teleconference**  
**12:00 p.m.**

**Board Members Present:**

Tara Closky  
Karen Perez  
Lisa Byther

**Other Present:**

Bill Brueck (Caretaker)

**Management Present:**

Abel Vega

**Call to Order at 12:07PM**

**Review/Approval of Last Board Meeting Minutes**

Karen stated the last meeting minutes will be approved at the next Board meeting.

**Roof Construction Update**

Karen stated BluSky started work on C-building, and contractors will enter A & B-building units to finish windows and trim work. BluSky approximates 4-hours per window. Tara stated BlueSky shored up and insulated C & D-buildings for frozen pipes. Tara continued to state contractors framing the buildings have COVID-19 concerns and are waiting until April 18<sup>th</sup> to start framing.

**Old/New Business**

**Balconies**

Tara stated owners do not want metal balconies. Tara has 17 approvals to 5 denials count for metal railings. All Board members vote against metal railings.

**VMC Items**

Abel stated all has been looked good during construction and all recent replies from the balcony email have been shared with the Board.

**Caretaker Items**

Bill gave a summary of his recent activities stating that he was able to locate a sanitizing cleaner and has been sanitizing the common areas of the complex.

**Next meeting will be held on April 1<sup>st</sup> at 12:00pm via Teleconference.**

**Meeting adjourned at 12:21pm.**