

BREA GLENBROOK CLUB BOARD MEETING MINUTES
Tuesday, June 13, 2017

- **Meeting called to order:** 7:03 PM by Beth Riley, President
- **Board Members Present:** Vice President/Community Relations, Deb Eliason;
Treasurer, Tim Gutkowski;
Secretary/Member Relations, Christine Denbo;
Management Liaison, Bridget Steffensen
- **Board Members Absent:** Buildings & Grounds, John Kern;
Architectural Control, Chuck Palisin
- **Staff Present:** Nancy Foxhall; Phil Baker
- **Visitors:** Ginny Baker, 1953 Heather Circle
Mike Rey, Mike Rey Insurance
- **Visitor Discussion:** 2017 insurance overview was presented by Mike Rey, Mike Rey Insurance. Mike presented our insurance renewal package and answered any questions. Annual Premium has decreased for the upcoming year. Mike noted some areas of concern at the Clubhouse property to repair/alter- raised concrete and highlighting steps.
Motion to approve Insurance policy premium in the amount of \$19,600.18 for the term of July 7, 2017- July 6, 2018.
Motedioned by Deb Eliason
Seconded by Tim Gutkowski
Approved.
- **Secretary's Report:** Motion to approve the May '17 Minutes with amendment
Motedioned by Deb Eliason,
Seconded by Tim Gutkowski
Minutes approved.
- **Treasurer's Report:** Tim Gutkowski presented the financials.
All financials submitted were reviewed,matched and balanced.

- **Accountant's Report:** Phil Baker presented the financial summaries. Glenbrook's checking & savings balance is \$435,257. The Replacement Reserve account is currently at \$215,259.64. Our Operating Reserve account is currently has \$122,668 in it. Our current income statement shows our year to date profit to be \$16, 694.05. We are \$19,110.05 under budget for the year. Our prepaid expenses are currently at \$4104.51. Glenbrook's Accounts Receivable/Delinquency Report balance for the month shows us at \$1928.00. Current property on the delinquency list is 1874 Ravenscrest- unable to contact owner but the home is for sale. Motion to approve the Treasurer's and Accountant's Reports: Motioned by Bridget Steffensen; Seconded by: Christine Denbo Treasurer's and Accountant's Reports approved.

- **Manager's Report:** Submitted by Nancy Foxhall.
 - Bathroom Remodel 2 bids are in, waiting for 1 additional bid
 - Drinking Fountain will be installed soon
 - Ballots have been mailed
 - Video Security System Upgrade- need to get 2 more competitive bids
 - Termite Treatment bid for Equipment room and bathrooms on pool deck. Bids submitted to the Board. Motion to approve Trademark Exterminators. Not to exceed \$600 for the Replacement Reserve Account. Motioned by Deb Eliason; Seconded by: Christine Denbo Approved.

- **Vice President's Report:** Deb Eliason- helping Chuck with Architectural Control. She believes sending letters has been helpful and has been noticing positive changes throughout the neighborhood.

- **Architectural Control:** Chuck Palisin- Not present- Report submitted to staff and they will send letters accordingly.

- **Buildings & Grounds Report:** John Kern- Not present.

- **Community Relations:** Deb Eliason- No change in center median on Associated Rd. Will continue to follow up.

- **Management Liaison:** Bridget Steffensen- Nothing to report

- **Member Relations:** Christine Denbo- Nothing to report

GLENBROOK ACTIVITY REPORTS:

- **Women's Club Report:** Nancy Foxhall - Scholarships awarded at BOHS Senior Awards Night. Reception to follow at Glenbrook in June to give recipients their checks. Women's Club is dark for the summer.
- **Swim Team Report:** Christine Denbo - First meet was quite a success! Lots of time drops. First dual meet is scheduled for Thursday, 7/6/17 at Glenbrook versus Swim Team of Placentia.
- **CERT:** Nothing to report until Fall
- **Neighborhood watch:** Nothing to report at this time

BUSINESS ITEMS:

- **Old Business:** None
- **New Business:** 4th of July BBQ- begins at 11am
Fall Festival Scheduled for 10/15/17

- **Annual Meeting:** Thursday, 7/27/17
- **Pending Projects:** None
- **Meeting adjourned:** Christine Denbo motioned,
Bridget Steffensen seconded.
Approved. Meeting adjourned at 8:26 PM.

Minute respectfully submitted by Christine Denbo