

BREA GLENBROOK CLUB BOARD MEETING MINUTES
Tuesday, November 7, 2017

- **Meeting called to order:** 7:07 PM by Beth Riley, President

- **Board Members Present:** Vice President/Community Relations, Deb Eliason
Secretary/Member Relations, Christine Denbo;
Buildings & Grounds, John Kern;
Treasurer, Tim Gutkowski;
Architectural Control, Darcie Giacchetto;
Management Liaison, Bridget Steffensen

- **Board Members Absent:**
- **Staff Present:** Nancy Foxhall; Phil Baker

- **Visitors:** Ginny Baker, 1953 Heather Circle

- **Secretary's Report:** Motion to approve the October '17 Minutes
Motioned by John Kern;
Seconded by Tim Gutkowski,
Minutes approved.

- **Treasurer's Report:** Tim Gutkowski presented the financials.
All financials submitted were reviewed
Motion to approve the Treasurer's Report:
Motioned by Christine Denbo;
Seconded by: Bridget Steffensen
Treasurer's Report approved.

- **Accountant's Report:** Phil Baker
Our cash balance is \$402, 717.28. The Operating Reserve account is currently has \$136,426.68. The Replacement Reserve account is currently at \$225,104.87. Glenbrook's Accounts Receivable/Delinquency Report stands at \$1666.00.
Motion to approve the Treasurer's and Accountant's Reports:
Motioned by Christine Denbo; Seconded by: John Kern
Treasurer's and Accountant's Reports approved.

- **Manager's Report:** Submitted by Nancy Foxhall.
 - Halloween Haunt was a great success. Looking to possibly also do a trunk or treat and leave the Halloween maze up longer in years to come.
 - Clubhouse closed for the Thanksgiving Holiday
 - Craft Bazaar- 12/2/17
 - Children's Shop Day- 12/9/17
 - Board holiday Dinner to be held on Tuesday, 12/12/17

- **Vice President's Report:** Deb Eliason- No report

- **Architectural Control:** Darcie Giacchetto
 - Violation report presented; letters sent accordingly
 - Nancy will call the City regarding maintenance of sidewalks and hillsides

- **Buildings & Grounds Report:** John Kern
 - Update on Bathroom Re-Pipe/Remodel Job Still in the process of getting bids for the demo/remodel. Plan is to replace vanities, flooring, and shower area at the same time, creating a changing area as well. Two plans were presented and a walk thru of the bathrooms were done. Motion to approve Option B with additional door in hallway for family restroom.
Motioned by Tim Gutkowski; Seconded by: Deb Eliason
Unanimously approved.
 - One bid for re-piping presented for approximately \$7300 minimum on up to \$21,000 depending on what they find. Board will meet again shortly as bids come in to ensure our start date immediately following the New Year holiday.

- **Community Relations:** Deb Eliason
 - Aurora Landscaping Project finally underway

- **Management Liaison:** Bridget Steffensen- No report

- **Member Relations:** Christine Denbo-
 - Neighborhood Watch meeting- 11/21/17 at 7 pm
 - Children's Shopping Day will be held on Saturday, 12/9/17.

GLENBROOK ACTIVITY REPORTS:

- **Women's Club Report:** Nancy Foxhall

- o Holiday Bazaar on 12/2/17
- **Swim Team Report:** Christine Denbo
 - o Children's Shopping Day to be held on Saturday, 12/9/17
- **CERT:**
 - o Meeting to be held on 11/15/17

BUSINESS ITEMS:

- **Old Business:** None
- **New Business:** None
- **Bulletin Deadline:** 10/20/17
- **Meeting adjourned:** Deb Eliason motioned,
Christine Denbo seconded.
Approved. Meeting adjourned at 8:30 PM.

Respectfully submitted by Christine Denbo, Secretary