

BREA GLENBROOK CLUB BOARD MEETING MINUTES
Tuesday, February 19, 2018

- **Meeting called to order:** 7:06 PM by Beth Riley, President
- **Board Members Present:** Vice President/Community Relations, Deb Eliason
Secretary/Member Relations, Christine Denbo;
Architectural Control, Darcie Giacchetto;
Management Liaison, Bridget Steffensen
- **Board Members Absent:** Treasurer, Tim Gutkowski
Buildings & Grounds, John Kern;
- **Staff Present:** Nancy Foxhall; Phil Baker
- **Visitors:** Ginny Baker, 1953 Heather Circle
Mark Uyemura, 1663 Holly
- **Website Presentation:** Discussed online payment processing and fees.
- **Secretary's Report:** Motion to approve the
January 2018 Minutes
Motioned by Deb Eliason;
Seconded by Darcie Giacchetto,
Minutes approved.
- **Treasurer's Report:** Tim Gutkowski-Absent.
- **Accountant's Report:** Phil Baker
Our cash balance is \$424,892.80. The Replacement Reserve account is currently at \$212,554.87. Glenbrook's reserve expenditures for the month of January 2018 were \$26,050.00.
The Annual Budget for 2017-2018 was presented to discuss and review prior to proposing the upcoming 2018-19 budget.
Annual Audit & Certification of Association Books was performed and the independent auditor's report was received. Everything is in good shape.
Motion to approve the Accountant's Report:
Motioned by Bridget Steffensen; Seconded by: Deb Eliason
Accountant's Report approved.

- **Manager's Report:** Submitted by Nancy Foxhall.
 - Website maintenance will be \$125/month.
Motion to approve:
Motioned by Christine Denbo; Seconded by: Deb Eliason. Approved.
 - Association Studies for Reserve Study has been contacted - fee will be \$425
 - Bathroom update: Tile in and bathroom painted and grouted. Needs to be sealed. Toilets/countertops/partitions pending.
 - Pool Opens 4/1/18
 - Ballots- cost to print will be presented at the next meeting
 - Air BnB: Send reminder in newsletter that short term rentals are not allowed.
 - Eagle Project- Building mobile handicap ramps
 - Trees: Bids presented to remove Sycamore Tree and trim Pine Trees, Palm Trees, and remove seed pods.
Motion to approve, not to exceed \$5400 from Operational Reserve Acct:
Motioned by Deb Eliason; Seconded by:Christine Denbo. Approved.
 - Pool equipment- wader pool controller is broke. New controllers to regulate chemicals in both pools are needed to be in compliance with County regulations. New controllers for both pools from Aqua Trends-\$9603.54
Motion to approve, not to exceed \$10,000 from Replacement Reserve:
Motioned by Bridget Steffensen; Seconded by:Christine Denbo. Approved.

- **Vice President's Report:** Deb Eliason- No report
- **Architectural Control:** Darcie Giacchetto- No report
- **Buildings & Grounds Report:** John Kern- Absent
- **Community Relations:** Deb Eliason- No report
- **Management Liaison:** Bridget Steffensen- Needs Review forms turned n
- **Member Relations:** Christine Denbo-
 - Neighborhood Watch meeting to be held 3/20/18

GLENBROOK ACTIVITY REPORTS:

- **Women's Club Report:** Nancy Foxhall
 - March- Academy Awards Party
 - Scholarship coming up- App available 3/1/18
 - Spring Tea in April
- **Swim Team Report:** Christine Denbo
 - Registration in April sometime; Waiting on League Calendar
- **CERT:**
 - Drill last month

BUSINESS ITEMS:

- **Old Business:** None
- **New Business:** None
- **Bulletin Deadline:** 2/19/18

- **Executive Session:** 8:20 pm entered executive session
Christine Denbo motioned,
Deb Eliason seconded.
Approved.
- **Meeting adjourned:** Christine Denbo motioned,
Bridget Steffensen seconded.
Approved. Meeting adjourned at 9:24 PM.

Respectfully submitted by Christine Denbo, Secretary