

BREA GLENBROOK CLUB BOARD MEETING MINUTES
Tuesday, March 13, 2018

- **Meeting called to order:** 7:04 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;
Treasurer, Tim Gutkowski;
Buildings & Grounds, John Kern

- **Board Members Absent:** None

- **Staff Present:** Nancy Foxhall; Phil Baker

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

- **Secretary's Report:** Motion to approve the
February 2018 Minutes
Moted 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:
Moted by Christine Denbo;
Seconded by: John Kern
Treasurer's Report approved.

- **Accountant's Report:** Phil Baker
 - Our cash balance is \$402,228.93. The Replacement Reserve account is currently at \$186,024.05 Glenbrook's reserve expenditures are currently \$31,030.82. Delinquent Accounts Receivable stands at \$3,575.00.
 - The Annual Operational Budget for 2018-2019 was discuss discussed. Adding in a line item to included web fees and maintenance was suggested.
 - Delinquency list issues were discussed: Nancy will be contacting our lawyer regarding possibly placing a lien on 1874 Ravenscrest for outstanding dues.

Motion to approve the Accountant's Report:

Motioned by John Kern; Seconded by: Deb Eliason

Accountant's Report approved.

- **Manager's Report:** Submitted by Nancy Foxhall.
 - Bathroom update: waiting for final details finish list
 - Pool Opens 4/1/18
 - Ballots- PJ Printer \$931
 - Eagle Project complete
 - Tree trimming delayed due to rain.
 - Pool equipment- New controllers scheduled to be installed
- **Vice President's Report:** Deb Eliason- No report
- **Architectural Control:** Darcie Giacchetto
 - New letter will go out to homeowners that are in violation of maintaining their yards.
 - Beautification Award winner selected. Family will be notified, award purchased and sign placed
- **Buildings & Grounds Report:** John Kern- No report
- **Community Relations:** Deb Eliason
 - Light at Castlegate and Imperial- timing being switched due to safety concerns
- **Management Liaison:** Bridget Steffensen
 - Will discuss reviews/salaries in Executive session
- **Member Relations:** Christine Denbo
 - Neighborhood Watch meeting to be held 3/20/18

GLENBROOK ACTIVITY REPORTS:

- **Women's Club Report:** Nancy Foxhall
 - Scholarship coming up- App available 3/1/18
 - Spring Tea in April
- **Swim Team Report:** Christine Denbo
 - Registration will begin in April; Waiting on League Calendar
- **CERT:** No Report

BUSINESS ITEMS:

- **Old Business:** None
- **New Business:** None
- **Pending Projects:** Pool Controllers; Tree Trimming; Bathrooms
- **Bulletin Deadline:** 3/20/18

- **Executive Session:** 8:13 pm entered executive session
Christine Denbo motioned,
Deb Eliason seconded.
Approved.
 - Discussed Annual Reviews & Staff Salaries

- **Meeting adjourned:** Deb Eliason motioned,
Darcie Giacchetto seconded.
Approved. Meeting adjourned at 8:45 PM.

Respectfully submitted by Christine Denbo, Secretary