

**BREA GLENBROOK CLUB BOARD MEETING MINUTES**  
**Tuesday, May 14, 2019**

- **Meeting called to order:** 7:05 PM
  
- **Board Members Present:** President, Beth Riley;  
Vice President, Deb Eliason;  
Management Liaison, Christine Denbo;  
Member Relations, Bridget Steffensen;  
Architectural Control, Darcie Giacchetto
  
- **Board Members Absent:** Buildings & Grounds, John Kern
  
- **Staff Present:** Nancy Foxhall, Phil Baker
  
- **Visitors:** Ginny Baker  
Emma Farias- 460 Dover  
Miles Tyree- 224 Camphor  
Brielle Denbo- 213 Valverde
  
- **Secretary's Report:** Christine Denbo  
Motion to approve the April 2019 Minutes  
Moted by: Deb Eliason  
Seconded by: Beth Riley  
Minutes approved.
  
- **Treasurer's Report:** Deb Eliason  
CD Maturing May 30th.  
Will transfer to US Bank Reserve Account
  
- **Accountant's Report:** Phil Baker
  - Proposed moving \$30,000 from the Operational Reserve Account to the Replacement Reserve Account.  
Moted by: Deb Eliason  
Seconded by: Christine Denbo Approved.
  - April 2019 Financials were prepared and presented by Phil Baker. Our cash balance at month end is \$336,399.55 . The Replacement Reserve balance is currently at \$118,199.77. Delinquent Accounts Receivable stands at \$4855.00.

- o Proposed \$10 dues increase, effective January 2020.

Motioned by: Deb Eliason

Seconded by: Christine Denbo

Approved.

Motion to approve the Accountant's Report  
as presented:

Motioned by: Bridget Steffensen

Seconded by: Darcie Giacchetto

Accountant's Report approved

- **Manager's Report:** Submitted by Nancy Foxhall

- o All inside renovations are complete
- o Pool Deck bathroom and Pool projects are complete
- o Multipurpose room windows installed
- o Fidelity signature Cards Updated
- o Multiple Electrical Repairs Necessary

Motion to approve Brea Electric bid not to exceed \$2050.00  
from the Replacement Reserve account:

Motioned by: Deb Eliason

Seconded by: Darcie Giacchetto. Approved

- o Re-certifying staff
- o Insurance: Work Comp expires 8/9/19; General Liability expires 7/7/19

- **Architectural Control:** Darcie Giacchetto- Report Presented

- **Buildings & Grounds Report:** John Kern- Not Present

- **Member / Community Relations:** Bridget Steffensen

- o Finalizing Welcome Packet

- **Management Liaison:** Christine Denbo

- o New Swim Lesson and Private Lesson Fees Discussed.
- o Manager & Accountant reviews presented and discussed in Closed Session
- o Volunteers discussed and approved for the summer.
- o Discussion regarding putting together a calendar of fun activities for resident kids to participate in throughout the summer. Christine and Nancy will coordinate.
- o Updated Architectural approval form
- o New Rental Contract and Policy in effect in June

## **GLENBROOK ACTIVITY REPORTS:**

- **Women's Club Report:** Nancy Foxhall
  - Spring tea recap
  - Scholarship
  - Summer Social
- **Swim Team Report:** Christine Denbo
  - Practices have started. First inter-squad meet is June 8th.

## **BUSINESS ITEMS:**

- **Old Business:** Volunteens
  
- **New Business:**
  - Memorial Day 2019- Glenbrook 50th Anniversary Celebration
  
- **Pending Projects:**
  
  
- **Bulletin Deadline:** 5/22/19
  
- **Meeting adjourned:** Motioned by: Christine Denbo/ Seconded by: Deb Eliason  
Approved. Meeting adjourned at 9:35 PM.  
Minutes Respectfully submitted by Christine Denbo