

**BREA GLENBROOK CLUB BOARD MEETING MINUTES**  
**Tuesday, November 12, 2019**

- **Meeting called to order:** 7:02 PM
- **Board Members Present:** President, Beth Riley;  
Treasurer, John Kern;  
Secretary/Management Liaison, Christine Denbo;  
Buildings & Grounds, Ed Munson;  
Architectural Control, Darcie Giacchetto  
Community Relations, Ted Gribble;  
Member Relations, Bridget Steffensen
- **Board Members Absent:** Vice-President, Deb Eliason
- **Staff Present:** Nancy Foxhall; Phil Baker,
- **Visitors:** Ginny Baker
- **Secretary's Report:** Christine Denbo  
Motion to approve the October 2019 Minutes.  
Moted by: Bridget Steffensen  
Seconded by: Ted Gribble  
Minutes approved.
- **Treasurer's Report:** John Kern- Report presented.
- **Accountant's Report:** Phil Baker
  - October 2019 Financials were prepared and presented by Phil Baker. Our cash balance at the end of October 2019 is \$312,616.29 . The Replacement Reserve balance for the month of October is currently at \$133,045.67. October 2019's month-end Delinquent HOA Dues Accounts Receivable stands at \$1730.00.
  - Fidelity investments CD is maturing 11/29/19. Need to reinvest for 2 years.
  - Audit Scheduled for 2018-19 Fiscal Year.

Motion to approve the Accountant's Report  
as presented:  
Moted by: Ed Munson  
Seconded by: Darcie Giacchetto  
Accountant's Report approved.

## BREA GLENBROOK CLUB BOARD MEETING MINUTES

- **Manager's Report:** Nancy Foxhall
  - Board of Directors Holiday Dinner- Tuesday, 1/10/19
  - Women's Club Bazaar- Saturday, 12/7/19
  - CD maturing in November-
  - Sent out Dues increase notification.
  - Insurance Audit
  - New hire
  
- **Architectural Control:** Darcie Giacchetto- Report Presented
- **Buildings & Grounds Report:** Ed Munson- Report Presented
  - Looking at storage accessibility
- **Community Relations:** Ted Gribble- No Report
- **Member Relations:** Bridget Steffensen- Report presented
  - Welcome Letter
- **Management Liaison:** Christine Denbo - Report Presented
  - New Hire Update

### GLENBROOK ACTIVITY REPORTS:

- **Women's Club Report:** Nancy Foxhall
  - Holiday Bazaar- December 7
  
- **Swim Team Report:** Christine Denbo
  - Children's Shopping Day- December 14

**Pending Projects:** None

**Follow-up Items:** Discussion of Proposed Rule Changes:  
Brea Glenbrook Rules & Maintenance Standards presented for approval after attorney review.  
Motion to send notice of Proposed Rule Changes to Brea Glenbrook Rules & Maintenance Standards to membership after document is updated with changes as submitted by the Board during discussion.  
Moted by: Bridget Steffensen  
Seconded by: John Kern  
Approved.

**Bulletin Deadline:** 11/22/19

## **BUSINESS ITEMS:**

- **New Business:**

- Remove Irene Hubbs off as a signer on the Fidelity account
- Add John Kern, Treasurer as a signer on both the US Bank and Fidelity Accounts.

Motioned by: Christine Denbo

Seconded by: Ed Munson

Approved.

- **Meeting adjourned:**

Motioned by: Christine Denbo

Seconded by: Ed Munson

Approved.

Meeting adjourned at 8:15 PM.

Minutes Respectfully submitted by Christine Denbo.