

BREA GLENBROOK CLUB BOARD MEETING MINUTES
Tuesday, June 9, 2020

- **Meeting called to order: 7:05 PM**
- **Board Members Present:** President, Beth Riley;
Vice-President, Deb Eliason;
Treasurer, John Kern;
Secretary/Management Liaison, Christine Denbo;
Buildings & Grounds, Ed Munson;
Community Relations, Ted Gribble;
Member Relations, Bridget Steffensen
Architectural Control, Darcie Giacchetto
- **Staff Present:** Nancy Foxhall, Phil Baker
- **Visitors:** Ginny Baker
- **Vice President's Report:** Deb Eliason- No Report
- **Secretary's Report:** Christine Denbo
Motion to approve the March & April 2020 Minutes.
Motioned by: Ed Munson
Seconded by: Darcie Giacchetto
Minutes approved.
- **Treasurer's Report:** John Kern- Report Presented
 - Rolled over CDs for 3 months. Hopefully interest rates will go up a little.
 - Set up a new Emergency Reserve Account in the future
- **Financial Reports presented for Approval:** Phil Baker
May 2020 Financials were prepared and presented by Phil Baker. Our cash balance at the end of May 2020 is \$375,176.28. The Replacement Reserve balance for the month of May is currently at \$138,923.10. May 2020 month-end Delinquent HOA Dues Accounts Receivable stands at \$4,515.00.

Motion to approve the Financials and the
Treasurer's/Accountant's Report as presented:
Motioned by: Deb Eliason
Seconded by: Ed Munson
Approved.

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- **Manager's Report:** Nancy Foxhall
 - Clubhouse and all facilities will remain closed in accordance with Stay at Home Order. Manager will be in the office M-F from 9am-12pm to process escrow paperwork, do billing, etc. All rentals have been canceled and homeowners notified.
 - Group and Private Swim Lessons canceled for the summer.
 - CDs Mature on 5/28 and 6/11- Reinvesting CD maturing on 5/28 CD with Fidelity
 - Shred Day Event was a success.
 - Extending Business Hours for Clubhouse Only.
 - Pool Re-opening according to plan submitted, by reservation only.
 - 4th of July BBQ Canceled due to COVID-19 Restrictions
 - Need to Purchase Playground Mulch. Will do so at a later date since the facility is closed.
 - Pool Back Flow being worked on
 - Need to look at solutions to fix concrete

- **Architectural Control:** Darcie Giacchetto- No Report
- **Buildings & Grounds Report:** Ed Munson- No Report
- **Community Relations:** Ted Gribble- Report Presented
- **Member Relations:** Bridget Steffensen- No Report
- **Management Liaison:** Christine Denbo - Report Presented
Reopening Plan Presented, including all Pool Rules, Required Waivers, Reservation System, Staff Needs and Policies, Procedures and Special COVID Rules.
Bids Presented for Janitorial Services, sanitization supplies once facility opens

Motion to approve the bid from OC Janitorial in the amount of \$380.00 per month for cleaning.

Motioned by: John Kern
Seconded by: Christine Denbo
Approved.

Motion to approve the COVID-19 Summer 2020 Temporary Facilities Use Rules as presented 06-09-2020:

Motioned by: Ted Gribble
Seconded by: John Kern
Approved.

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Motion to approve the Release and Liability Waivers for COVID-19: Coronavirus for Adults and Minors as presented 06-09-2020:

Motioned by: Bridget Steffensen

Seconded by: Deb Eliason

Approved.

Motion to approve the COVID-19 Preliminary Reopening Plan as presented 06-09-2020.

Motioned by: Darcie Giacchetto

Seconded by: Deb Eliason

Approved.

GLENBROOK ACTIVITY REPORTS:

- **Women's Club Report:** No Report
- **CERT:** No Report
- **Swim Team Report:** Swim Team and Masters canceled for the summer due to the COVID-19 Pandemic

Bulletin Deadline: 6/22/20

BUSINESS ITEMS:

- **Old Business:** None
- **New Business:** None
- **Meeting adjourned:** Motioned by: John Kern
Seconded by: Ed Munson
Approved.
Meeting adjourned at 8:44 PM.

Minutes Respectfully submitted by Christine Denbo.