

BREA GLENBROOK CLUB BOARD MEETING MINUTES
Tuesday, May 12, 2020
Zoom Meeting

- **Meeting called to order:** 7:02 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

Absent: 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.
Moted by: Ted Gribble
Seconded by: Ed Munson
Minutes approved.
- **Treasurer's Report:** John Kern- Report Presented
- **Financial Reports presented for Approval:** Phil Baker
April 2020 Financials were prepared and presented by Phil Baker. Our cash balance at the end of April 2020 is \$359,591.18. The Replacement Reserve balance for the month of March is currently at \$131,923.10. April 2020 month-end Delinquent HOA Dues Accounts Receivable stands at \$4,370.00.
Motion to approve the Financials and the Treasurer's/Accountant's Report as presented:
Moted by: Chrisitine Denbo
Seconded by: Deb Eliason
Approved.

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- **2020-2021 Budget presented for Approval:** Phil Baker
 - Motion to approve the 2020-2021 Budget as presented:
 - Motioned by: Deb Eliason
 - Seconded by: John Kern
 - Approved.

- **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
 - Heating and Air Conditioning Project has been completed.
 - Community Garage Sale canceled due to social distancing restrictions from the City of Brea
 - Memorial Day BBQ Canceled due to COVID-19 Restrictions
 - Decorating Glenbrook Senior Signs
 - Shred Day to be scheduled for residents as a free service- June 6th, 2020
 - Motion to approve the bid from SoCal Shred in the amount of \$400.00 from the operational reserve account.
 - Motioned by: Christine Denbo
 - Seconded by: Ted Gribble
 - Approved.

- **Architectural Control:** Darcie Giacchetto- Not Present
- **Buildings & Grounds Report:** Ed Munson- Report Presented
- **Community Relations:** Ted Gribble- Report Presented
 - Will be contacting the City regarding traffic lights at the corner. Notify residents of slurry work in the upcoming weeks.

- **Member Relations:** Bridget Steffensen- No Report

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- **Management Liaison:** Christine Denbo - Report Presented w/ Nancy Foxhall
Preliminary Reopening Plan Presented
Clubhouses and Pools Closed until Stage 3 of COVID-19 Resilience Roadmap
Will update for next Board Meeting as National/State/County/City Guidance and Mandates change.

GLENBROOK ACTIVITY REPORTS:

- **Women's Club Report:** Nancy Foxhall
 - Scholarship Awards - 5/28/20
2 recipients.
- **CERT:** No Report
- **Swim Team Report:** Christine Denbo
 - Registration on hold.

Bulletin Deadline: 5/22/20

BUSINESS ITEMS:

- **Old Business:** None
- **New Business:** None
- **Meeting adjourned:** Motioned by: Ted Gribble
Seconded by: Christine Denbo
Approved.
Meeting adjourned at 8:38 PM.

Minutes Respectfully submitted by Christine Denbo.