

# BREA GLENBROOK CLUB BOARD MEETING MINUTES

Wednesday, August 9, 2023

- **Board Meeting Called to Order: 7:01pm**
- **Board Members Present:** President, Beth Riley;  
Vice-President, Deb Eliason;  
Management Liaison, Christine Denbo  
Buildings & Grounds, Ed Munson;  
Architectural Control, Darcie Giacchetto;  
Member Relations, Cesar Zavala;  
Treasurer/Community Relations, Ted Gribble;  
Secretary, Zubin Chichgar;
- **Board Members Absent:** None
- **Staff Present:** Phil Baker, Nancy Foxhall
- **Visitors:** J. Baker
- **Vice President's Report:** Deb Eliason
- **Secretary's Report:** Report Presented  
Minutes presented to board for review.  
Motion to approve June 2023 Minutes  
Moted by: Ted Gribble  
Seconded by: Christine Denbo  
Approved
- **Treasurer's Report:** Ted Gribble
- **Financial Report presented for Approval:**  
Prepared and presented by Phil Baker.  
The June 2023 Month-end Financials were prepared by Phil Baker. Our cash balance at the month-end was \$612,071.88. The Replacement Reserve balance for June 2023 at \$263,167.20. June 2023 month-end Delinquent HOA Dues Accounts Receivable were \$2,490.00 for 31 properties ranging in balances due from \$5 - \$250.00.  
Motion to approve the June 2023 Financial and the Treasurer's/Accountant's Reports as presented:  
Moted by: Christine Denbo. Seconded by: Deb Eliason.  
Approved.

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Prepared and presented by Phil Baker.

The July 2023 Month-end Financials were prepared by Phil Baker. Our cash balance at the month-end was \$590,058.93. The Replacement Reserve balance for July 2023 at \$270,167.20. July 2023 month-end Delinquent HOA Dues Accounts Receivable were \$2,220.00 for 23 properties ranging in balances due from \$10 - \$320.00.

Motion to approve the July 2023 Financial and the Treasurer's/Accountant's Reports as presented:

Motioned by: Deb Eliason. Seconded by: Cesar Zavala.

Approved.

Motion to put \$11,000.00 in Operational Reserve.

Motioned by: Zubin Chichgar. Seconded by: Ted Gribble.

Approved.

- **Manager's Report:** Nancy Foxhall
  - Have collected 3 different bids for the architectural clubhouse entrance upgrade.
    - Simple Outdoor Living - \$160,000
    - Pacific Coast Landscaping - \$130,000
    - Westerfield Landscapes - \$100,000
  - Create a sub-committee to review bids and do further research. This sub-committee will report back with recommendations to the Board.
    - Sub-committee will consist of the following Board Members: Ed Munson, Deb Eliason, Christine Denbo, Michael Tinio and Beth Riley.
  
- **Architectural Control:** Darcie Giacchetto
- **Building & Grounds:** Ed Munson
- **Community Relations:** Ted Gribble
- **Management Liaison:** Christine Denbo
- **Member Relations:** Cesar Zavala
  
- **GLENBROOK ACTIVITIES REPORT:**
  - **Women's Club Report:** Progressive Dinner in September
  - **CERT:** None
  - **Swim Team Report:** Earned 4th place, only two points behind 2nd place.

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- **BUSINESS ITEMS:**

- **Old Business:** None
- **New Business:** Motion to Nominate Michael Tinio as the new HOA Treasurer:  
Moted by: Christine Denbo.  
Seconded by: Ed Munson.  
Approved.  
Men's Club Proposal discussion.
- **Pending Projects:** None
- **Follow-up Items:** None

- **Meeting adjourned at 8:01 PM**

Moted by: Ed Munson. Seconded by: Cesar Zavala. Approved.