

# BREA GLENBROOK CLUB BOARD MEETING MINUTES

Wednesday, February 14, 2024

- **Board Meeting Called to Order: 7:01 pm**
- **Board Members Present:** President, Beth Riley  
Vice-President, Deb Eliason;  
Management Liaison, Christine Denbo  
Buildings & Grounds, Ed Munson;  
Architectural Control, Darcie Giacchetto;  
Treasurer, Michael Tinio;  
Community Relations, Ted Gribble;  
Secretary, Zubin Chichgar;
- **Board Members Absent:** Member Relations, Cesar Zavala;
- **Staff Present:** Phil Baker, Nancy Foxhall
- **Visitors:** G. Baker
- **Vice President's Report:** Deb Eliason - report given
- **Secretary's Report:** Report Presented  
Minutes presented to board for review.  
Motion to approve January 2024 Minutes  
Moted by: Deb Eliason  
Seconded by: Christine Denbo  
Approved
- **Treasurer's Report:** Michael Tinio
- **Financial Report presented for Approval:**  
Prepared and presented by Phil Baker.  
The January 2023 Month-end Financials were prepared by Phil Baker. Our cash balance at the month-end was \$516,433.09. The Replacement Reserve balance for January 2024 at \$168,853.93. January 2023 month-end Delinquent HOA Dues Accounts Receivable were \$8,109.33 for 193 properties ranging in balances due from \$5 - \$1,189.33  
Motion to approve the January 2024 Financial and the Treasurer's/Accountant's Reports as presented:  
Moted by: Christine Denbo. Seconded by: Darcie Giacchetto.  
Approved.

# BREA GLENBROOK CLUB BOARD MEETING MINUTES

Wednesday, January 10, 2024

- **Manager's Report:** Nancy Foxhall
  - Update on APN 320-032-05
  - All installment payments have been made to Simple Outdoor Living. Pavers are going to be installed late this week or the beginning of next week.
  - Is painting the exterior clubhouse, Purchasing new hardware for the front door, and hiring a professional window cleaner a possibility after the front entrance is completed? Bids will be presented at the March HOA meeting.
  - Want to investigate a postage machine for the club. will have costs for the March HOA meeting.
  - Retainer and payment sent to law office for 2024.
  - Will set up a Reserve Study.
  - Drainage needs to be done by the side wall of the HOA Clubhouse walkway.
    - Motion to approve landscapers bid to build new and proper drainage as presented (To be taken out of the reserve funds).
    - Motioned by: Deb Eliason. Seconded by: Ted Gribble. Approved.
  
- **Architectural Control:** Darcie Giacchetto - Report Presented
- **Building & Grounds:** Ed Munson - Report Presented
- **Community Relations:** Ted Gribble - Report Presented
- **Management Liaison:** Christine Denbo - Report Presented
- **Member Relations:** None
- **GLENBROOK ACTIVITIES REPORT:**
  - **Women's Club Report:** Scholarships are being worked on.
  - **CERT:** None
  - **Swim Team Report:** None
- **BUSINESS ITEMS:**
  - **Old Business:** None
  - **New Business:** None
  - **Pending Projects:** None
  - **Follow-up Items:** None
  
- **Executive Session called to order at 8:03 pm**
  - Motioned by: Ted Gribble. Seconded by: Michael Tinio. Approved.
  - Discussed 1990 Devonshire
- **Executive Session adjourned at 8:18pm**
  - Motioned by: Deb Eliason. Seconded by: Christine Denbo. Approved
  
- **Meeting adjourned at 8:24 pm**
  - Motioned by: Ted Gribble. Seconded by: Michael Tinio. Approved.