

BREA GLENBROOK CLUB BOARD MEETING MINUTES

Wednesday, March 13, 2024

- **Board Meeting Called to Order: 7:00 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 February 2024 Minutes
Motioned by: Deb Eliason
Seconded by: Christine Denbo
Approved
- **Treasurer's Report:** Michael Tinio - report given
- **Financial Report presented for Approval:**
Prepared and presented by Phil Baker.
The February 2024 Month-end Financials were prepared by Phil Baker. Our cash balance at the month-end was \$505,558.91. The Replacement Reserve balance for February 2024 at \$141,928.93. February 2024 month-end Delinquent HOA Dues Accounts Receivable were \$5,309.33 for 60 properties ranging in balances due from \$10 - \$1,259.33
Motion to approve the February 2024 Financial and the Treasurer's/Accountant's Reports as presented:
Motioned by: Christine Denbo. Seconded by: Ted Gribble.
Approved.

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- **Manager's Report:** Nancy Foxhall
 - Collecting painting estimates for two HOA Clubhouse buildings to present at the next meeting.
 - 3/23 - Cookie Decorating class
 - 4/14 - Wine Tasting
 - Window washing for HOA Clubhouse
 - Motion to approve Miggy's Window Washing for the HOA Clubhouse (interior/exterior) not to exceed \$400.
 - Motioned by: Deb Eliason. Seconded by: Michael Tinio.
 - 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
 - Final walk through for new hardscape
 - Motion to approve Simple Outdoor Lighting to seal pavers for \$3,200.00
 - Motioned by: Deb Eliason. Seconded by: Ted Gribble. Approved.

- **Member Relations:** None

- **GLENBROOK ACTIVITIES REPORT:**
 - **Women's Club Report:** Scholarships are being worked on.
Spring Tea is being worked on.
 - **CERT:** None
 - **Swim Team Report:** None

- **BUSINESS ITEMS:**
 - **Old Business:** Searching for Auditor/CPA for HOA.
 - **New Business:** None
 - **Pending Projects:** None
 - **Follow-up Items:** None

- **Meeting adjourned at 8:26 pm**
 - Motioned by: Ted Gribble. Seconded by: Michael Tinio. Approved.