

BREA GLENBROOK CLUB BOARD MEETING MINUTES

Wednesday, July 25, 2024

- **Board Meeting Called to Order: 7:00 pm**
- **Board Members Present:** Vice-President, Deb Eliason;
Management Liaison, Christine Denbo;
Buildings & Grounds, Ed Munson;
Treasurer, Michael Tinio;
Community Relations, Ted Gribble;
Architectural Control, Darcie Giacchetto;
Member Relations, Cesar Zavala;
Secretary, Zubin Chichgar;
- **Board Members Absent:** President, Beth Riley
- **Staff Present:** Phil Baker, Nancy Foxhall
- **Visitors:** G.B.,L.G.,K.,D.P.
- **Vice President's Report:** None
- **Secretary's Report:** Report Presented
Minutes presented to board for review.
Motion to approve June 2024 Minutes
Moted by: Christine Denbo
Seconded by: Ted Gribble
Approved.
- **Treasurer's Report:** Michael Tinio - report given
- **Financial Report presented for Approval:**
Prepared and presented by Phil Baker.
The June 2024 Month-end Financials were prepared by Phil Baker. Our cash balance at the month-end was \$481,944.96. The Replacement Reserve balance for June 2024 at \$118,268.93. June 2024 month-end Delinquent HOA Dues Accounts Receivable were \$6,065.39 for 40 properties ranging in balances due from \$10 - \$1,386.06

Motion to approve the June 2024 Financial and the Treasurer's/Accountant's Reports as presented:
Moted by: Ted Gribble. Seconded by: Cesar Zavala.
Approved.

Motion to transfer \$7000.00 to Operating Reserve.
Moted by: Ted Gribble. Seconded by: Michael Tinio.
Approved.

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Motion to void check for \$1,500.00 (as it is currently invalidated 'outdated') for Simple Outdoor Living and put it in the Replacement Reserve. Once a permit is received, mail Simple Outdoor Living their check.

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

Motion to transfer \$110,000.00 (which would be 50% coverage) to Replacement Reserve from Operational Reserve for June 2024.

Motioned by: Ted Gribble. Seconded by: Ed Munson. Approved.

- **Manager's Report:** Nancy Foxhall
 - Delinquency Report - Most residents have paid.
 - New pool lights have been installed.
 - New chairs and furniture have been purchased for the BBQ area.
 - The July 4th party was a huge success, over 400 burgers were served.

- **Architectural Control:** Report Presented
- **Building & Grounds:** Report Presented
- **Community Relations:** Report Presented
- **Management Liaison:** Report Presented

As discussed in the Executive Session, accepting payment plans for both properties. Will be monitoring and authorized a lien on both properties.

Discussed File # 63606-25

Lien has been placed on the property. As requested by the owners, Glenbrook HOA will allow the owners to be on a 12 month payment plan with a payment schedule. No further interest to be accrued and no additional attorney fees as long as payments are made on time and as scheduled. If payments are skipped and not made as the schedules say, the owner will go back into delinquency with the HOA Attorney and all fees and interest will start to accrue again.

Motioned by: Ted Gribble. Seconded by: Darcie Giacchetto. Approved.

Discussed File # 63606-26

Lien has been placed on the property. As requested by the owners, Glenbrook HOA will allow the owners to be on a 12 month payment plan with a payment schedule. No further interest to be accrued and no additional attorney fees as long as payments are made on time and as scheduled. If payments are skipped and not made as the schedules say, the owner will go back into delinquency with the HOA Attorney and all fees and interest will start to accrue again.

Motioned by: Ted Gribble. Seconded by: Darcie Giacchetto. Approved.

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- **Management Liaison:** Report Continued
 - Nancy's punchlist getting completed.
 - Updating phone systems through AT&T.

- **Member Relations:** Report Presented
 - Complaint of Barking dogs on Devonshire Cir, have recommended to call OCAC dept.

- **GLENBROOK ACTIVITIES REPORT:**
 - **Women's Club Report:** None
 - **CERT:** None
 - **Swim Team Report:** None

- **BUSINESS ITEMS:**
 - **Old Business:** None
 - **New Business:** None
 - **Pending Projects:** None
 - **Follow-up Items:** Annual meeting (No Quorum) next HOA meeting.

- **Meeting adjourned at 8:04 pm**

Motioned by: Christine Denbo. Seconded by: Cesar Zavala. Approved.