

# BREA GLENBROOK CLUB BOARD MEETING MINUTES

Wednesday, June 11, 2025

- **Board Meeting Called to Order: 7:02 pm**
- **Board Members Present:** President, Beth Riley;  
Vice-President, Deb Eliason;  
Management Liaison, Christine Denbo;  
Buildings & Grounds, Ed Munson;  
Community Relations, Ted Gribble;  
Treasurer, Michael Tinio;  
Member Relations, Cesar Zavala
- **Board Members Absent:** Secretary, Zubin Chichgar;  
Architectural Control, Darcie Giacchetto;
- **Staff Present:** Phil Baker, Nancy Foxhall
- **Visitors:** G. Baker, R. Sellers, C. O'Brien
- **Vice President's Report:** Report Presented
- **Secretary's Report:** Report Presented  
Minutes presented to board for review.  
Motion to approve March 2025 Minutes  
Moted by: Cesar Zavala  
Seconded by: Michael Tinio  
Approved.
- **Treasurer's Report:** Report Presented
- **Accountant's Report & Financial Report presented for Approval:**  
Prepared and presented by Phil Baker.

The May 2025 Month-end Financials were prepared by Phil Baker. Our cash balance at the month-end was \$573,579.24. The Replacement Reserve balance for May 2025 at \$294,909.17. May 2025 month-end Delinquent HOA Dues Accounts Receivable were \$4074.33 for 39 properties ranging in balances due from \$20 - \$340.00

Motion to approve the May 2025 Financial and the Treasurer's/Accountant's Reports as presented:  
Moted by: Christine Denbo. Seconded by: Ted Gribble.  
Approved.

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- **Manager's Report:**

Nancy Foxhall

- Swim lessons update.
- Acoustic panels will be installed this summer in the multipurpose room
- 4th of July BBQ coming up
- Calling exterminator for gnats and bugs
- Proposed a Monthly Sunday Funday or Friday
- Looking into new vending system
- Looking into self leveling cement for playground area and fixing lighting
- Phone System Upgrade

Motion to approve upgrading office phone system and wiring from KC Communications in the amount of \$1957.44 from the Replacement Reserve Account.

Motioned by: Christine Denbo

Seconded by: Deb Eliason

Approved.

- Business Owners Insurance Package & Umbrella Insurance Policy Renewals

Motion to approve both policy renewals as presented by Hendersons, Inc.

Motioned by: Deb Eliason

Seconded by: Ted Gribble

Approved.

- **Architectural Control:**

Report Presented

- **Building & Grounds:**

Report Presented

- **Community Relations:**

Report Presented.

- **Management Liaison:**

Report Presented

- Proposed Board Meeting Conduct Policy presented as prepared by Fiore Law.

Motion to approve and send to membership for a 28 day comment period.

Motioned by: Cesar Zavala

Seconded by: Ed Munson

Approved.

- **Member Relations:**

Report Presented

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- **GLENBROOK ACTIVITIES REPORT:**

- **Women's Club Report:** Scholarships were given on 5/21.
- **CERT:** Weekly calls are occurring on Sundays
- **Swim Team Report:** Season starts 6/16.

- **BUSINESS ITEMS:**

- **Old Business:** Neighborhood Garage Sale on June 7th, 2025
- **New Business:** None
- **Pending Projects:** None
- **Follow-up Items:** None

- **Meeting adjourned at 8:16 pm**

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