

**Greenbrook Town House Association**  
Board of Directors Meeting Minutes  
March 8, 2023  
Via Zoom

**Board members present:** Barbara Carpenter, Jim Schmidt, Helen Pinalto, Katrina Parks, Debbie Osborne and Bob Noll

**Board member absent and excused:** Tom Herrod

**CPMG Staff:** Debra Vickrey, AMS, PCAM - Association Manager

Quorum of Board of Directors established. Bob Noll called the meeting to order at 6:00 p.m. Minutes were taken and transcribed by Debra Vickrey.

**Homeowner Forum:** 6 attendees

- Maintenance items were brought to the attention of the Board and CPMG.
- On owner expressed her concerns about overall safety at the property and behaviors she has observed that have caused her to be more cautious. She requested the board meeting agendas be placed inside the mail house for privacy for just Greenbrook residents.
- Suggestions were made about saving money by extending the painting cycles, and perhaps considering a cap on dues.
- There was discussion about the possibility of permitting owner vehicles to be able to identify vehicles to units.
- A suggestion was made to over-seed the current bluegrass with Colorado native grasses to save water.
- Continued frustrations about the inability to enforce parking rules due to the new state law were expressed.

**Election of Officers:**

- Nominations were taken for Board President. Both Jim Schmidt and Bob Noll were nominated.
- **Motion** to close nominations was made by Debbie Osborne and seconded by Barbara Carpenter and passed unanimously.
- **Motion** to elect Bob Noll President was made by Barbara Carpenter, seconded by Katrina Parks and passed on a vote of 5 to 1 with Jim Schmidt voting no.
- Nominations were taken for Board Vice-President. Both Jim Schmidt and Debbie Osborne were nominated.
- **Motion** to close the nominations was made by Debbie Osborne, seconded by Katrina Parks and passed unanimously.
- **Motion** to elect Debbie Osborne was made by Bob Noll, seconded by Barbara Carpenter and passed on a vote of 4 to 2 with Jim Schmidt and Helen Pinalto voting no.
- Nominations were taken for Board Secretary/Treasurer. Barbara Carpenter was nominated. There were no other nominations.

- **Motion** to elect Barbara Carpenter as the Secretary/Treasurer was made by Bob Noll, seconded by Helen Pianalto and passed unanimously.

**Meeting Minutes:** March 8, 2023

- **Motion** to approve the minutes was made by Katrina Parks, seconded by Barbara Carpenter and passed unanimously.

**Finance:**

- **Motion** to accept the December 2022 final financials prepared by CPMG, subject to audit, was made by Barbara Carpenter, seconded by Bob Noll and passed unanimously.
- **Motion** to accept the January 2023 financials prepared by CPMG, subject to audit, was made by Barbara Carpenter, seconded by Bob Noll and passed unanimously

**Association Managers' Report:** Debra Vickrey

- Debra gave a summary of daily operations.

**Discussion Items:**

- **Motion** to adopt an Insurance and Deductible Policy was made by Jim Schmidt, seconded by Barbara Carpenter and passed unanimously.
- Per a request from a homeowner, the Board discussed pet waste clean-up. They declined to add a service and will revisit when the property mowing service begins.
- **Motion** to engage Maxx Towing was made by Bob Noll, seconded by Helen Pianalto and passed unanimously.

**Contracts/Proposals:**

- **Motion** to approve the 2023 Supreme Commercial Landscaping contract in the amount of \$51,318.00 was made by Katrina Parks, seconded by Barbara Carpenter and passed unanimously.
- **Motion** to approve the Alligator Pool contract in the amount of \$11,500 plus chemicals was made by Katrina Parks, seconded by Jim Schmidt and passed unanimously.
- **Motion** to approve the SaveATree plant health care proposal in the amount of \$9,798.00 was made by Bob Noll, seconded by Barbara Carpenter and passed unanimously.
- **Motion** to approve the Heritage Roofing proposal in the amount of \$5,250.00 for gutter cleaning was made by Bob Noll, seconded by Barbara Carpenter and passed unanimously.

**Correspondences:** None

**Architectural Requests:** None

**Adjournment:** 7:51 PM

**Next Meeting:** May 10, 2023

