

Greenbrook Town House Association
Board of Directors Meeting Minutes
Clubhouse
July 10, 2019

Board members present: Barbara Carpenter, Blanche Smith, Eric Epps, Bob Noll, Tom Herrod and John Farmer

Board members absent and excused: Carl Davison

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

Quorum of Board of Directors established. Meeting called top order at 6:00 p.m. Minutes were taken and transcribed by Debra Vickrey.

Homeowner Forum: 3 attendees

- Homeowner asked about maintenance items.
- There was discussion regarding parking matters.

Dynamic Roofing: John Weeks

- John and Debra gave a summary of the upcoming schedule for the roofing replacements.

Meeting Minutes: May 9, 2019

- **Motion** to approve the minutes was made by John Farmer, seconded by Eric Epps and passed unanimously.

Hearings:

- **Motion** to assess the fine to 979 S Granby Way for a 2nd violation for satellite dish on the roof was made by Blanche Smith, seconded by Barbara Carpenter and passed unanimously.

Committee Reports:

Building and Grounds: None

Welcome/Social Committee: None

Architectural: None

Finance:

- **Motion** to accept the May and June 2019 financials prepared by CPMG, subject to audit, was made by Barbara Carpenter, seconded by Blanche Smith and passed unanimously.
- **Motion** to accept the 2018 Audit was made by Barbara Carpenter, seconded by Eric Epps and passed unanimously.

Association Managers' Report: Debra Vickrey

- Debra gave a summary of daily operations.

Discussion Items: None

Contracts/Proposals:

- **Motion** to approve the Griffin Group engagement letter for the 2019 taxes and audit in the amount of \$2,200.00 was made by John Farmer, seconded by Bob Noll and passed unanimously.

Correspondences:

- **Motion** to deny the request from unit 875 S Evanston Cir. for a plumbing reimbursement was made by Blanche Smith, seconded by Tom Herrod and failed on a vote of 3 to 3.
- **Motion** to approve a \$3,000.00 reimbursement for a plumbing repair for unit 875 S Evanston Cir. was made by John Farmer, seconded by Eric Epps and passed on a vote of 4 to 2 with Barbara Carpenter and Blanche Smith abstaining.

Architectural Requests: None

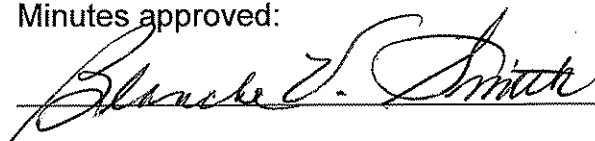
Adjournment: 7:13 p.m.

Next Meeting: September 11, 2019, 2019

Board Actions Between Meetings:

- The Board accepted the Architectural Committee's approval for the following architectural requests:
 - 953 S Fairplay St – window replacements
 - 831 S Evanston – surveillance system
 - 826 S Granby Cir – window replacements
 - 935 S Evanston Cir – air conditioner repair
 - 939 S Evanston Cir – door replacement
- The Board approved the ASR Companies proposal in the amount of \$26,495.00 for a drainage project at 848 S Granby Circle with a vote of 6 to 1 with Tom Herrod abstaining.

Minutes approved:



Blanche Smith, President

9-11-19

Date