

Greenbrook Town House Association
Board of Directors Meeting Minutes
July 10, 2024 at 6:00 PM
Via Zoom

Board members present: Bob Noll, Barbara Carpenter, Craig Gleckman, Jim Schmidt and Debbie Osborne

Board member absent and excused: Katrina Parks

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.

Assured Partners: Ryan Hurley, Executive Vice President

- Ryan gave a summary of how the insurance carriers are approaching a prohibition on grilling in HOA's and the effect on both rates and the number of carriers willing to bid a community. He responded to owner and board member questions.

Homeowner Forum: 5 attendees

- There was a question related to trimming shrubs.

Meeting Minutes: May 7, 2024

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

Manager's Report:

- Debra gave a summary of daily operations.
- She spoke about the preparations for the 2025 budget considerations.

Finance:

- **Motion** to accept the May - June 2024 financials prepared by CPMG, subject to audit, was made by Bob Noll, seconded by Barbara Carpenter and passed unanimously.
- **Motion** to approve the 2023 Audit was made by Bob Noll, seconded by Jim Schmidt and passed unanimously.

Discussion Items: None

Contracts/Proposals:

- **Motion** to approve the Dale Weidner & Company 2024 audit/tax preparation proposal in the amount of \$2,400 was made by Barbara Carpenter, seconded by Debbie Osborne and passed unanimously.
- **Motion** to approve the DACS asphalt repair proposal in the amount of \$38,011 was made by Barbara Carpenter, seconded by Jim Schmidt and passed unanimously.
- No action taken on the Fence Consulting proposal. CPMG was instructed to have it rebid to include more fencing along the Fraser Way area.

Correspondences: None

Architectural Requests: None

Adjournment: 6:44PM

Next Meeting: September 11, 2024

Board actions between meetings:

- The Board approved the architectural request from 1015 S Fraser Way to replace the garage door with “like for like”.
- The Board approved the Supreme Commercial proposal in the amount of \$1,570 to replace shrubs that were lost due to fire at 945 S Evanston Circle.

Minutes approved:

Robert W. Noll

09/12/2024

President

Date