

**1303Greenbrook Town House Association**  
Board of Directors Meeting Minutes  
January 10, 2024  
Via Zoom

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

**Board member absent and excused:** Jim Schmidt and 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.

**RBC Wealth Management:** Gene West

- Gene made several suggestions the Board may wish to consider for future investments of the reserve funds, including ladder CD's. He will forward a proposal to the Board soon.

**Election of Officers:**

- **Motion** to elect the following officers was made by Debbie Osborne, seconded by Bob Noll and passed unanimously:
  - Bob Noll, President
  - Debbie Osborne, Vice President
  - Barbara Carpenter, Secretary/Treasurer

**Homeowner Forum:** 7 attendees

- Suggestion was made to talk with the City of Aurora about the possibility of speed humps on Fraser to reduce the speed along the road.
- There was discussion about the need for additional lighting along Fraser and at the entryway.
- Some owners had questions about how the investment recommendations would work and wanted clarification that there would still be available money for any emergencies.
- There were questions about how often the landscaping and snow contracts go out for bid.
- There was some discussion regarding community events and how they had been handled in the past.

**Meeting Minutes:** September 13, 2023

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

**Manager's Report:**

- Debra gave a summary of daily operations.

**Finance:**

- **Motion** to accept the September - December 2023 financials prepared by CPMG, subject to audit, was made by Bob Noll, seconded by Debbie Osborne and passed unanimously

**Discussion Items:**

- Debra gave a summary of the purpose of the reserve study and some highlights of issues in the current draft proposal. The Board agreed to review and forward their comments for the final.

**Contracts/Proposals:**

- **Motion** to approve the Supreme Commercial proposal in the amount of \$8,755 to remove dead shrubs for fire prevention was made by Craig Gleckman, seconded by Barbara Carpenter and passed unanimously. This price does not include the restoration of the beds that will be a separate expense based on the Board direction.
- **Motion** to approve the Supreme Commercial 2024 landscaping proposal in the amount of \$53,883.90 was made by Barbara Carpenter, seconded by Bob Noll and passed unanimously.

**Correspondences:** None

**Architectural Requests:** None

**Adjournment:** 7:23 PM

**Next Meeting:** March 13, 2024

**Board actions between meetings:**

- The Board approved the final draft of the December 31, 2023 Reserve Study.
- The Board approved the architectural request from 826 S Granby Cir to install motion sensor lights.
- The Board approved the architectural request from 878 S Granby Cir to install a radon mitigation system.

Minutes approved:

*Robert W. Noll*

03/14/2024

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President

Date