

Greenbrook Town House Association
Board of Directors Meeting Minutes
Clubhouse
July 14, 2021

Board members present: Blanche Smith, Bob Noll, Barbara Carpenter, Tom Herrod, Carmen Garcia, and Debbie Osborne

Board members absent and excused: Katrina Parks

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

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

Homeowner Forum: 4 attendees

- Owners attending spoke to the Board about a violation for a red door. The architectural request process was discussed in detail.

Meeting Minutes: May 12, 2021

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

Hearings:

- **Motion** to assess the fine to 991 S Evanston Cir for a red front door was made by Blanche Smith, seconded by Barbara Carpenter and failed on a tie vote with Debbie Osborne, Bob Noll, and Carmen Garcia voting no. The door will remain red.

Finance:

- **Motion** to accept March - June 2021 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:

- The Board discussed a parking resolution that would restrict visitor parking during late night without a pass. The Board continued the matter to the September meeting.

Contracts/Proposals:

- The Board discussed briefly the fence repair proposal and agreed this was not a priority at this time.
- The Board discussed the janitorial proposal for cleaning the clubhouse and requested CPMG get more information before a vote.

Correspondences: None

Architectural Requests: None

Adjournment: 7:10 p.m.

Next Meeting: September 8, 2021

Minutes approved:

Blanche V. Smith 9-8-21

Blanche Smith, President

Date