

Greenbrook Town House Association
Board of Directors Meeting Minutes
Clubhouse
May 10, 2017

Meeting called to order at 6:00 p.m.

Board members present: Carl Davison, Barbara Carpenter, Blanche Smith, Bob Noll, Tom Herrod, Katrina Parks and John Farmer

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

Quorum of Board of Directors established. Minutes were taken and transcribed by Debra Vickrey.

Homeowner Forum: 7 attendees

- Owners expressed their dissatisfaction with the resolution regarding the requirement that garage doors are not left open and unattended.
- There was discussion about new pool furniture.
- An owner made a request that the nets in the tennis courts be replaced.
- Questions were asked about the rule that prohibits owners from parking in guest parking. There was much discussion about the rule and the enforcement.
- Owners requested that a Homeowner Forum section be added back onto the future agenda and the Board agreed.

Meeting Minutes: March 8, 2017

- **Motion** to approve the minutes, with minor corrections, was made by Bob Noll, seconded by John Farmer and passed unanimously.

Hearings:

- **Motion** to assess the fines for the following unit was made by Blanche Smith, seconded by Barbara Carpenter and passed unanimously;
 - 933 S. Evanston Cir – 3rd violation noise
 - 983 S. Evanston Cir. – 2nd violation garage door damage
- **Motion** to waive the fines for the following units was made by John Farmer, seconded by Blanche Smith and passed unanimously;
 - 983 S. Fairplay – 2nd violation pet tether

Committee Reports:

Building and Grounds: None

Welcome/Social Committee: Kay Michaelis

- Kay submitted a written report requesting funds for the summer picnic to be held on June 24th. The Board approved her request and directed CPMG to add the announcement in the upcoming newsletter.

Finance:

- **Motion** to accept the February, March and April 2017 financials prepared by CPMG, subject to audit, was made by Barbara Carpenter, seconded by Blanche Smith and passed unanimously.
- **Motion** to ratify the Board's approval of the payment plan for 1002 S. Granby Way was made by Blanche Smith, seconded by Carl Davison and passed unanimously.
- **Motion** to ratify the Board's approval to send the following accounts to attorney Moeller Graf for collections was made by Bob Noll, seconded by Tom Herrod and passed unanimously;
 - 825 S. Evanston Cir.
 - 1085 S. Fraser Way

Architectural Requests:

- **Motion** to ratify the Board's approval of the request from 831 S. Evanston Cir. to replace windows and a patio door was made by John Farmer, seconded by Tom Herrod and passed unanimously.
- **Motion** to ratify the Board's approval of the request from 857 S. Evanston Cir. to install a radon mitigation system was made by John Farmer, seconded by Tom Herrod and passed unanimously with Barbara Carpenter abstaining.
- **Motion** to ratify the Board's approval of the request from 926 S. Evanston Cir. to replace the air conditioning unit was made by John Farmer, seconded by Tom Herrod and passed unanimously.
- **Motion** to ratify the Board's approval of the request from 970 S. Granby Way to replace windows was made by John Farmer, seconded by Tom Herrod and passed unanimously.

Association Managers' Report: Debra Vickrey

- Debra gave a summary of daily operations.
- She reported on the activities for opening the pool. The Board agreed to a "not to" exceed \$2,000.00 budget to replace pool furniture with like-kind.

Discussion Items:

- **Motion** to rescind a Resolution regarding garage doors was made by John Farmer, seconded by Blanche Smith and passed on a vote of 6 to 1 with Carl Davison voting no.

Contracts/Proposals:

- **Motion** to ratify the Board's approval of the WDR Construction proposal in the amount of \$1,427.46 for siding repairs at 843 S. Evanston Way was made by Barbara Carpenter, seconded by John Farmer and passed on a vote of 6 to 1 with Tom Herrod voting no.
- **Motion** to approve the Waste Management proposal for trash service was made by Barbara Carpenter, seconded by Carl Davison and passed unanimously.

- **Motion** to approve the Roof & Gutter Guys proposal in the amount of \$6,680.00 for gutter cleaning was made by Barbara Carpenter, seconded by Tom Herrod and passed unanimously.

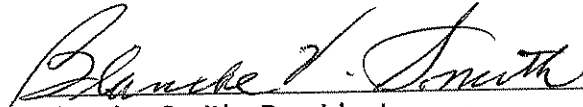
Correspondences:

- **Motion** to deny the request form 1032 S. Granby Way for a towing reimbursement for a fire lane violation was made by Blanche Smith, seconded by Carl Davison and passed unanimously.

Adjournment: 7:34 p.m.

Next Meeting: July 12, 2017 at 6:00 p.m. at the clubhouse

Minutes approved:


Blanche Smith, President

7-12-17
Date