

Greenbrook Town House Association
Board of Directors Meeting Minutes
March 13, 2024
Via Zoom

Board members present: Bob Noll, Barbara Carpenter, Craig Gleckman, Jim Schmidt and Katrina Parks.

Board member absent and excused: Debbie Osborne

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.

Homeowner Forum: 4 attendees

- No comments

Presentation CPMG Homeowner Portal: Virginia Johnson, AMS, PCAM – Project Manager

- Virginia gave a summary of the functions of the homeowner portal and answered questions. The Board agreed to the \$35.00 a month fee to activate the portal beginning April 1, 2024.

Meeting Minutes: January 10, 2024

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

Manager's Report:

- Debra gave a summary of daily operations.
- She spoke about the current state of insurance for the larger HOA's.

Finance:

- **Motion** to accept the December 2023 final financials and the January – February 2024 financials prepared by CPMG, subject to audit, was made by Bob Noll, seconded by Barbara Carpenter and passed unanimously

Discussion Items:

- The Board discussed the water saving suggestions from Supreme Commercial. It was agreed to ask them to attend the May meeting for additional discussion.

Contracts/Proposals:

- **Motion** to approve the Pool Connection contract for 6-day per week service was made by Katrina Parks, seconded by Bob Noll and passed unanimously.
- **Motion** to approve the Arapahoe County Security proposal in the amount of \$2,370 for management of the pool lock system was made by Jim Schmidt, seconded by Craig Gleckman and passed unanimously.

- **Motion** to approve the Collegiate Services gutter cleaning proposal in the amount of \$7,425 was made by Bob Noll, seconded by Jim Schmidt and passed unanimously.

Correspondences: None

Architectural Requests: None

Adjournment: 6:59PM

Next Meeting: May 8, 2024

Board actions between meetings:

- The Board approved the Rocky Mountain Tree proposal in the amount of \$3,650 to remove tree damage from the recent storm.

Minutes approved:

Robert W. Noll

05/08/2024

President

Date