

Glenbrook Homeowners Association
Manager's Residence, 239 Old Highway 50, Glenbrook, Nevada
Saturday, June 18, 2016

FY 2016 3rd Quarter Meeting of the GHOA Board of Directors - 9:00 AM

Board Members Present: Dick Stuart, Jack Diepenbrock, Pete Jensen and Tom Tornga.

Board Members Present by Phone: Nancy Nolan.

Board Members Unavailable: Sonia Rupp and Jim Cunningham.

1. Call to Order, Roll Call of Board Members, and Announcements

With a quorum present, President Stuart called the meeting to order at 9:05 AM. Community Manager Jenny Clark, Assistant Manager was present.

2. Members' Comments

Candy Levien discussed leaving the flag swags on the fences until Labor Day. She had concerns about theft recently in Glenbrook. The board will consider Candy's request regarding the swags. Management explained that theft issues would be discussed during the Manager's report

Sharon Bowman questioned if the dead trees along Old Highway 50 would be removed. Management explained that the Tahoe Fire District is working on contacting the owners off of Old Highway 50 regarding removal of the dead trees.

3. Approval of Board Minutes for March 19, 2016.

MOTION: To approve the Board Minutes with changes for March 19, 2016.
Motion passed unanimously.

4. Manager's Report

Management explained the following:

A. Community Security Matters

As of January 1, 2016 three burglar alarms, and a disabled vehicle on the highway.

On May 21st two owners, one on South Meadow the other on Old Hwy 50 claim that last Friday money was taken out of their wallets from their homes. Both couples had dinner together at the South Meadow residence that evening. The owners from Old Hwy 50 believe the theft happened anytime at 10:30 pm while they were at dinner. They stated they chased the culprit off through their upstairs bedroom window where they kept their wallets. The South Meadow owners can't pin point a time of day the theft occurred but claim the money was taken while they were home since

they were home all day and night. Both owners' front doors were unlocked. I reviewed the gate cameras from Friday to Saturday and nothing suspect raising concern.

Management with direction from the Board sent an email blast stating "It has been reported to GHOA that thefts have recently occurred from the homes of GHOA members. As such, we should all be vigilant to not allow easy entry into our homes. Please ensure that all of your doors are locked at all times and that you are watchful of strangers on or near your property. Any attempted home entries and/or thefts should be immediately reported to the Douglas County Sheriff's office. A courtesy call to GHOA thereafter will be appreciated."

Four owners contacted the office to get more details. I spoke with Brad Epstein and he explained the following: "The association's role is not to ensure that the community is crime-free, and the association cannot guarantee the residents' and owners' security. The association is not able to ensure that someone cannot enter the community under false pretenses to commit crimes or that residents or guests will not commit crimes in the community. Owners and residents should not rely on the association to protect themselves from crime. They should provide for their own security by keeping their doors locked, asking workers for identification, installing a home security system, carrying insurance, and taking similar precautions."

B. Dirigo Court Pathway to Glenbrook Club

Management is meeting with Dave Kingman to discuss who will provide the required coverage. The Glenbrook Golf Club, HOA, and Kingman are working together.

C. Meadow/Forest Health and Fire Safety

The next meeting is scheduled for June. The last Committee Meeting was held in December. Discussed was making the HOA meadows healthy and fire adapted. Management was directed to invite Shana Gross (ecologist with LTMU) to speak at the next committee meeting about evaluating the meadows and involving the fire district to give input. The committee talked about finding a local CDC expert to help with preventing mosquito borne illnesses since the HOA is not going to be able to eliminate standing water in the meadows. Management was also directed to reach out to Krista Jenkins with the Douglas County Mosquito Abatement to see if she knows of such a person. The Committee wants to develop a plan for fire safety, perimeter management, and revisit the emergency evacuation plan (including updating cell phone numbers for emergency text messages). The next meeting is planned for May.

D. Annual Fire Safety Tree Maintenance

This summer, the Tahoe Douglas FPD will be conducting the 4th Annual Community Work Days program which will give the community access to Zephyr Fire Crew members to help clear defensible space. Zephyr Crewmembers will have chainsaws, trimmers and plenty of energy to help with the heavy work involved in clearing defensible space.

They will be in Glenbrook starting at 9 A.M. on July 30th. They will stop for any resident who needs help clearing defensible space. They can cut small trees, cut brush, help with moving woodpiles.

John Pickett, Forester explained the department will be working throughout Glenbrook in the short term to address bark beetle mortality, complete archaeology and begin forest thinning on HOA property to extend and maintain past treatments. He will be out in Glenbrook this week with

two new employees who will be installing permanent monitoring plots in Glenbrook so that we can assess fuel loads through time. This will also give them quantifiable data to determine where we should work next and where we should maintain fuel breaks.

E. Pier Catwalk

Management was successful in obtaining a “Qualified Exemption” from TRPA for the catwalk stair/ramp. The stairs will be installed by the end of June. Installation will only take two days and work can be performed during shuttle services. Necessary permits from Douglas Count have been obtained.

F. 4th of July Festivities

See Attached.

G. Slurry Schedule

See Attached. This year Sewer Road and South Meadow are on the schedule. If required the roads will be sealed in the fall, proposals will be provided at July special meeting.

H. HOA Coverage

Short Road Townhome owner, Aaron Zeff, presented a Land Capability Survey Challenge for sub-division 2-C to the GCTA Board at the March Board meeting. His goal is to acquire more common area for the Townhome owners in 2-C (Short Road/Pray Meadow) for deck extensions. There are several challenges at this time for Townhome deck extensions such as encroachment. Aaron hired a TRPA Consultant who discovered correspondence between Mary Linde, Esq., representing GHOA, and the TRPA discussing an over coverage issue in 2-C sub-division. It appears the potential negotiations fizzled out after May 1992. It's suggested by Aaron and his TRPA Consultant that GHOA and or GCTA must make good on the over coverage issue. The Townhome Board of Directors is currently looking into the matter and it appears the sub-division discussed is now the responsibility of GCTA. Management is obtaining a proposal from the TRPA Consultant regarding the Land Capability Survey Challenge and will keep GHOA informed of possible need for involvement.

5. Financial Reporting/Financial Matters

A. Review of Operating and Reserve Accounts/Expenditure Authorizations

B. Review of Bank Account Balances/ Institutions / FDIC Coverage & Terms

President Stuart noted for the record that all operating accounts, reserve accounts, bank statements, monthly financial statements and other financial documents for March 31, 2015 through April 30, 2016 that are required to be reviewed by the Board of Directors pursuant to relevant Nevada law, were provided to the Board members prior to the meeting for their review.

MOTION: To accept the March 31, 2015 through April 30, 2016 monthly financial statements and supporting documents.

Motion passed unanimously.

C. Status of Assessment Payment Delinquencies

Tabled for discussion in Executive Session.

D. Review Proposed Fiscal Year 2017 Budget

Treasurer Nancy Nolan led the conversation with details and recommendations. The Board deliberated.

MOTION: To delegate to the Management Committee, once the Committee collects input from the other board members draft a final to be reviewed at a special meeting in July.
Motion passed unanimously.

6. Discuss/Approve Governing documents Updates

The Board reviewed and deliberated on the proposed governing document updates.

MOTION: To delegate the final draft with the Committee and the HOA Attorney.
Motion passed unanimously.

7. Discuss Amendments to Design Review Policy and Procedures

MOTION: The Board reviewed and deliberated on the Design Review Policy and Procedure revisions.

MOTION: To delegate the final draft with the Committee and the HOA Attorney.
Motion passed unanimously.

8. Discuss Insurance Renewal/Liability, Property, D&O, Marine, Umbrella

The board reviewed Philadelphia's renewal quote effective date of June 30, 2016 in which the pricing has gone up from \$13,515 to \$13,839. Directors and Officers coverage needs to be discussed with the Insurance agent for options as the previous carrier is no longer writing D&O in Nevada.

MOTION: To delegate to the Management Committee for further review and discussions with Ron Wright/Mike Menath Insurance and a decision made before June 30, 2016
Motion Passed Unanimously.

9. Report from Nominating Committee

Dick Stuart, Pete Jensen and James Brinton reported that all incumbents; Jack Diepenbrock, Nancy Nolan, Tom Tornga, and Sonia Rupp will be running for the board of directors.

10. Correspondence Items

Nothing to discuss.

11. Other Matters

Nothing brought forth.

12. Members Comments

Elsie Kellie discussed bat houses in meadows to rid of mosquitos.

13. Executive Session

Meeting closed pursuant to NRS 116.31085-3.

14. Adjournment

President Stuart adjourned the meeting at 10:58 AM.