

GLENBROOK COTTAGE AND TOWNHOME ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS' MEETING

Held by hybrid meeting for
238 Old Highway 50, Glenbrook
on June 6, 2024, at 09:00 a.m.

Professionally prepared by



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MINUTES OF THE BOARD OF DIRECTORS' MEETING

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BOARD MEMBERS:

Randall Bolten	President (<i>Chair</i>)
Kent Imrie	Vice-President
Bill Blucher	Treasurer
Gaby Nejasmich	Secretary
John French	Director

INVITEES:

Nicholas Saadi	Community Association Manager (CAM), Alpenhof Management Services, LLC
Tom Callaghan	Facilities Manager, Glenbrook Cottage and Townhome Association (<i>departed at 9:45 a.m.</i>)
Erin Lambert	Recording Secretary, Minutes On-Time

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HOMEOWNERS PRESENT:

No other homeowners present	
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1. CALL TO ORDER

There being proper notice of meeting and a quorum present, Randall Bolten, presiding as Chair, performed the roll call and duly called the meeting to order at 9:00 a.m.

2. MEMBERS' FORUM

Comments were limited to three (3) minutes per speaker, non-transferrable. Per NRS 116.31085(1) and 116.31083(5), homeowners may speak at any board meeting during the "members forum" portion of the meeting; however, time is limited. Homeowner comments and discussion of those comments at the beginning of each meeting must be limited to items listed on the agenda. Except in emergencies, no action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item on which action may be taken.

There were no comments for the members' forum.

3. NEW BUSINESS

INSURANCE RENEWAL

Kent Imrie reported on the insurance renewal with Farmers Insurance. It was noted that Farmers initially proposed a 31% increase with the current deductible of \$25,000. The Executive Committee reviewed the proposal from Farmers and recommended increasing the deductible from \$25,000 to \$50,000 to achieve \$7,500 in savings for the premium. The policy would increase blanket coverage from \$44,000,000 to \$46,869,900, which was sufficient for the Association considering that the homeowners were required to have coverage for the interior of the units.

Kent Imrie noted that the Association was 30 years old, and Farmers deemed the age to be an increased risk; therefore, Farmers requested information regarding improvements made to the townhomes by the Association and the homeowners.

Kent Imrie noted that Farmers proposed for the Association to revise the CC&Rs to change gas barbecues to electric barbecues and to locate barbecues 10 feet from the townhomes. He disagreed with the request because there was no increased risk since barbecues were always a part of the Association, and he would negotiate this item with Farmers. Kent Imrie noted that he would request that Farmers provide

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any data noting that there was an increased risk of wildfires caused by gas barbecues. He noted that there was no history of fires at the Association caused by gas barbecues.

Kent Imrie noted that the umbrella protection in the amount of \$15,000,000 also required renewal.

On a motion made by Kent Imrie, and seconded by Bill Blucher, it was proposed that the insurance deductible

with Farmers Insurance be increased from \$25,000 to \$50,000 to achieve savings of \$7,500 for the premium. All in favor, motion carried.

On a motion made by Kent Imrie, and seconded by John French, it was proposed that the renewal of the umbrella protection in the amount of \$15,000,000 be approved. All in favor, motion carried **Action: The Board to provide Farmers Insurance with information regarding improvements made to the townhomes by the Association and the homeowners.**

Action: Kent Imrie to negotiate with Farmers Insurance regarding gas barbecues.

ASPHALT SEALING

GLENBROOK INN PARKING LOT BID

Tom Callahan provided a bid for asphalt sealing of the Glenbrook Inn parking lot in the amount of \$2,200.

The Board discussed the reserve budget for asphalt sealing and noted that GHOA did not include this item in their budget.

On a motion made by Kent Imrie, and seconded by Randall Bolten, it was proposed that the bid for asphalt sealing of the Glenbrook Inn parking lot in the amount of \$2,200 be approved. All in favor, motion carried.

Action: Management to schedule the asphalt sealing of the Glenbrook Inn parking lot.

INCREASE TO HIGHWAY 50 BID

Tom Callahan noted that a bid from Cruz Construction for asphalt sealing for Highway 50 and Pray Meadow Road townhomes was previously approved in the amount of \$6,900; however, Cruz Construction was unable to complete the work in 2023, and the bid expired after 90 days. Tom Callahan provided a revised bid from Cruz Construction at a cost of \$7,760.

The Board discussed the asphalt sealing costs for GCTA and GHOA, and the possibility of combining future work to achieve savings.

On a motion made by Randall Bolton, and seconded by John French, it was proposed that the revised bid from Cruz Construction for asphalt sealing for Highway 50 and Pray Meadow Road townhomes at a cost of \$7,760 be approved. All in favor, motion carried.

Action: Management to schedule the asphalt sealing for Highway 50 and Pray Meadow Road townhomes with Cruz Construction.

TOWNHOME PAVER REPAIRS

Tom Callahan noted that a bid from R.G. Construction for townhome paver repairs was previously approved; however, R.G. Construction was unable to complete the work in 2023, and the bid expired after



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90 days. Tom Callahan provided a revised proposal from R.G. Construction for townhome paver repairs at a cost of \$11,800. He noted that some of the repairs could be deferred to decrease the cost. The Board agreed to defer the driveway to 2025 to reduce the costs to approximately \$8,000, and to complete paver repairs in phases each year to minimize the annual cost.

On a motion made by Randall Bolten, and seconded by Kent Imrie, it was proposed that the revised bid from

R.G. Construction for townhome repairs at a cost of \$11,800 be approved, with the driveway deferred to 2025 and the remaining repairs of approximately \$8,000 to be completed in 2024. All in favor, motion carried.

Action: Management to schedule the townhome paver repairs, except for the driveway, with R.G Construction.

2023 FISCAL YEAR AUDIT

Randall Bolten noted that the 2023 audited financial statements were received a few days prior to the meeting, and there was not adequate time to review the statements. He proposed deferring review and approval of the 2023 audited financial statements to the Executive Committee to meet the obligation to provide the statements to the homeowners within 210 days after receipt.

On a motion made by John French, and seconded by Gaby Nejasmich, it was proposed that the Executive Committee review and accept the 2023 fiscal year audited financial statements. All in favor, motion carried.

Action: Management to provide the 2023 audited financial statements to the Executive Committed for review and approval.

4. DATE AND TIME OF NEXT MEETING

The date, method and location of the next Board of Directors' meeting were determined as follows:

- Date: Saturday, August 10, 2024, at 8:00 a.m.
- Method: Hybrid

- Date: Tuesday, October 29, 2024, at 9:00 a.m.
- Method: Hybrid

- Date: Monday, November 18, 2024, at 10:00 a.m. – Budget Ratification Meeting
- Method: Hybrid

The date, method and location of the next Annual Members Meeting was determined as follows:

- Date: Saturday, August 10, 2024, at 9:30 a.m.
- Method: Hybrid

5. MEMBERS' FORUM

Kent Imrie noted that the tree stumps were removed, irrigation and new planting were completed, and the boulders were not yet installed.

Management reminded the Board that nominations for the Board of Directors were required for the upcoming annual general meeting.

Randall Bolten noted that three positions were up for election.



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6. CLOSE OF MEETING

On a motion made by Kent Imrie, and seconded by Bill Blucher, it was proposed that the meeting be closed at 9:52 a.m. All in favor, motion carried.

Disclaimer: The meeting minutes, including confidential minutes or any other attached addendums, are the

responsibility of the Condominium or Homeowners' Association, and it is the Board's responsibility to ensure the minutes are correct and complete prior to approving. The meeting minutes are a summary of the meeting discussion only.

Director: Gaby Nejasmich

Date: 10/22/2024

Director Date

