



Board of Directors Meeting

Monday, November 13th, 2023, at 6:30 PM

MEETING MINUTES

Roll Call to Establish Quorum

- Meeting called to order at 6:37PM by the President.
- Establish Quorum – Judy Hayes, Ron Reichel, & Krystal Catalano present to establish a quorum. Robert Kelly of Ameri-Tech was also present.
- Meeting Notice Verification – was posted 48 hours prior.

New Business

- Preservation of the Documents of Glenbrook Townhomes
 - There will be no changes to the documents.
 - Motion was made by Judy Hayes to preserve the documents, Krystal Catalano seconded the motion, all in favor. Motion Passed.
- Update to Rules & Regulations
 - Motion was made by Judy Hayes to add a policy to Glenbrook's rules and regulations to include protocol for communications, records requests, written inquiries, homeowner participation at meetings, and recording of meetings. Krystal Catalano seconded the motion, all in favor. Motion Passed.
 - This policy will be added to the website.
- Insurance Presentation
 - Questions were addressed about current Insurance Policy

Adjournment

- Meeting adjourned at 7:03 PM.