

**GLENWOOD ASSOCIATION  
GENERAL SESSION  
MEETING OF THE BOARD OF DIRECTORS  
AUGUST 27, 2024  
MINUTES**

**NOTICE** Upon due notice given and received, the regular meeting of the Board of Directors of Glenwood Association was held on August 27, 2024, at Glenwood's Clubhouse.

**PRESENT** Virginia Luzi, President  
Rick Counterman, Treasurer  
Judy Flowers, Secretary

**ABSENT** Vacant, Vice President  
William Morales, Member at Large

**OTHERS  
PRESENT** Nancy Blasco, CCAM, StoneKastle Community Management, Inc.  
See Sign In Sheet

**CALL TO  
ORDER** The meeting was called to order at 6:30 p.m.

**COMMITTEE  
REPORTS** Social Committee discussed the upcoming Annual Membership Meeting and Election. A motion was made, seconded, and unanimously carried to approve a budget of \$75.00 for the purchase of (3) three \$25.00 gifts to be used as raffle prizes at the Annual Meeting.

**CONSENT  
CALENDAR** A motion was made, seconded, and unanimously carried to approve the following items on the consent calendar:

07/17/24 General Session Meeting Minutes  
07/31/24 Financial Statement

Furthermore, a motion was made, seconded, and unanimously carried to approving the following reallocations totaling \$10,632 to 2405 Clubhouse:

From: 2435 Drains	\$3,647	To: 2405 Clubhouse
From: 2565 Masonry	\$4,985	To: 2405 Clubhouse
From: 2910 Tree Main	\$2,000	To: 2405 Clubhouse

**GENERAL**

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**GENERAL  
BUSINESS**

Review and Approve Proposed Budget for 2025

A motion was made, seconded, and unanimously carried to approve a budget for FY 2025 with a 9% increase in assessments from \$420.00 per unit per month to \$458.00 per unit per month to help cover the increased insurance costs.

Approve the Reserve Study prepared by Association Reserves for FY 12/01/24-11/30/25

A motion was made, seconded, and unanimously carried to approve the reserve study prepared by Association Reserves for FY 12/01/24-11/30/25.

Review and Approve J.P. Contractors, Inc. – Roof Maintenance and Gutter Cleaning Proposal - \$9,860.00

A motion was made, seconded, and unanimously carried to approve the proposal from J-P Contractors, Inc. Roofing Specialist dated August 4, 2024, to perform preventive maintenance to all the roofs in the complex (steep slope sheet metal tile roofs and low slope flat rock roofs) for a total of 68 units total for \$9,860.00. Furthermore, the Board is requesting the work be performed in October or early November.

Review and Discuss Clubhouse Renovation Project

A motion was made, seconded, and unanimously carried to approve the purchase of two (2) chairs (Brentwood High Leg Reclining Chair) plus delivery for a not to exceed amount of \$3,500.00.

Adopt Proposed Architectural Processing Fee

A motion was made, seconded, and unanimously carried to approve the adoption of the new architectural application form that now includes a \$35.00 application processing fee to cover the management expenses.

Villa Park Proposal - \$67.50 – relocate marigolds and add vinca at the clubhouse and add Rhipiopsis Springtime at 684 Glenwood

A motion was made, seconded, and unanimously carried to approve the relocation of the marigolds and add vinca at the clubhouse only for \$67.50.

Personal Touch – Seasonal Deep Cleaning Proposal

A motion was made, seconded, and unanimously carried to approve the following items for deep cleaning presented by Personal Touch

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Cleaning and Maintenance:

Horizontal Strap Lounges  
Cloth Umbrellas  
Pool Medium Restroom Floor

Note: To be paid from Pool Reserves

Appoint a Board member to fill the vacancy created by  
the resignation of Erin Ramachandran to fill the remainder of the  
term.

There are currently no candidates identified.

**OPEN  
FORUM**

Homeowners present were given the opportunity to address the  
Board. The following items were discussed:

Social Committee Meeting  
Pool Monitor Schedule  
Political Signs  
Drain Cleaning

**ADJOURN**

There being no further business to come before the Board of  
Directors at this time, the meeting was adjourned at 7:26 p.m.

**SECRETARY'S CERTIFICATE**

I, Judy Flowers, duly Appointed and Acting  
Secretary of the Glenwood Association, do hereby certify the foregoing is a true and  
correct copy of the Minutes of the GENERAL SESSION of the Board of Directors held on  
the above date as approved by the Board of Directors of Glenwood Association.

ATTEST:

Judy Flowers  
Appointed Secretary

9-24-2024  
Date