

THE GLEN OF PACIFIC GROVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING

November 15, 1994
3 Glen Lake Drive
Pacific Grove, CA
7:00 PM

MINUTES

- 1.0 CALL TO ORDER
The meeting was called to order at 7:07 pm.
- 2.0 ROLL CALL
Charles Adams - present
Robert Stevens - present
Connie Shelstad - present
Craig Woolley - present
Joy Hallas - present
Joseph Chaffers - present
- 3.0 AGENDA REVIEW, RESIDENT REQUESTS, CONSENT CALENDAR APPROVAL
Approved with the addition of: 6.02 Parking Violations, 6.03 Sprinkler Repair Estimate, 6.04 Boundary Survey, 6.05 Fencing, 6.06 Termite Inspection, 6.07 Rental Limits, 6.08 Lake Pumps, 6.09 Architectural Approval, 7.02 Gutter & Downspout Cleaning, 7.03 Storm Drain Stenciling, 7.04 Reserve Analysis, 7.05 Review Setting Agenda
4. APPROVAL OF PREVIOUS MEETING MINUTES
The Board approved the August 9, 1994 minutes with corrections
- 5.0 REPORTS
 - 5.01 Delinquency Reports (10-31-94)
Approved as reported
 - 5.02 Financial Reports (10-31-94)
Approved as reported - The Board also approved the CPA Review Letter.
 - 5.03 Bank Statements & Reconciliation (10-31-94)
Approved as reported
 - 5.04 MCC Billing Report
Approved as reported

6.0 Unfinished Business

- 6.01 Anna Lorenzen will publish the newsletter within the first 10 days of December 1994.
- 6.02 Parking Violations - Joseph Chaffers reported that the Pacific Grove Police will assist in the towing of any cars in violation of parking in the guest parking area. It was agreed that the Board will have Management send out one last letter regarding towing of any car parking in violation of the guest parking area.
- 6.03 Sprinkler Repair Estimate - Robert Stevens, Craig Woolley, & Virginia Capra will oversee the repair needed to the sprinkler system. The cost of said repairs shall not exceed \$10,000.00. The above numbers may get additional bids for the repair work or go ahead with Property Services bid. Property Services is our present Landscaping Company.
- 6.04 The Glen & Glen Heights Survey - It was agreed between Glen Heights HOA and the Glen HOA to split the cost of between \$800.00 and \$1,000.00 for a survey at our common property line. Said work shall be done by Monterey Bay Engineering.
- 6.05 Fencing - It was agreed that the Board will go to bid on completing the fencing on the north side of the property. If work consists of about 45 to 50 feet of fencing.
- 6.06 Termite Inspection - Chuck Adams received 3 bids of the proposed termite inspection work. the bids were as follows: Western \$3,200.00, Terminex \$3,300.00, Casner \$500.00. The Board approved the Casner Bid of \$500.00. A schedule will be sent out from the termite company as to when each building will be inspected.
- 6.07 Rental Limits - The subject of rental Limits will be tabled at this time. Robert Stevens will report back to the Board at our next meeting as to whether any additional questions on this subject will be discussed. It appears that the membership would not approve a Rental Limit at this time.
- 6.08 Lake Pumps - The board approved the cost of \$485.00 to clean out the baskets in the pumps. Chuck Adams will get a bid on the fountain design to help save some funds.
- 6.09 Architectural Application - The application from Mr. Craig Woolley for a fence and patio design at his unit was approved by the Board. Design drawings were presented for approval.

7.0 NEW BUSINESS

7.01 Officers

The following officers were elected for the 1994-1995 year.

Robert Stevens - President
Craig Woolley - Vice-President
Charles Adams - Secretary
Connie Shelstad - Treasurer
Joyce Hallas - Director

7.02 Gutter & Downspout Cleaning

The Board shall obtain a proposal for cleaning the gutters and downspouts at the project. Bids will also be obtained for cleaning the street lights.

7.03 Storm Drains

It was agreed that Chuck Adams will see that the stenciling of the of the storm drain shall be done at a cost not to exceed \$50.00.

7.04 Reserve Analysis

The Board shall review the present Reserve Analysis which was completed in the summer of 1994.

7.05 Review Setting Agenda

The setting of the agenda will be overseen by Robert Stevens. Management will review the agenda of each upcoming meeting with Mr. Stevens prior to publication. All Board members shall review with Mr. Stevens any items they wish to have on the next agenda at least 10 days prior to the next meeting date.

8.0 CORRESPONDENCE

8.01 General Correspondence
Approved as reported

8.02 Board Correspondence
Approved as reported.

9.0 ADJOURNMENT

9.01 Next meeting to be held on Jan. 17, 1995 at Robert Stevens

9.02 Adjourn
9:30 PM adjourned