

THE GLEN OF PACIFIC GROVE
HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING
JANUARY 5, 1998
36 Glen Lake Drive
Pacific Grove, CA

MINUTES

1.0 CALL TO ORDER: 5:04 pm

2.0 ROLL CALL:

Jack Rutherford	Present
Glen Grossman	Present
Diane Hardcastle	Present
Mark Risley	Absent
Chuck Adams	Present
Charlotte Mosel	MCC, Manager, Present
Also Present:	Wolfgang Haas

3.0 AGENDA REVIEW, RESIDENT REQUESTS, CONSENT CALENDAR
APPROVAL: Any resident requests will be handled under New Business.

4.0 APPROVAL OF PREVIOUS MEETING MINUTES:

4.01 Minutes - December 1, 1997: On motion made, seconded and carried, it was resolved to approve the minutes as amended. Amendment: Items 6.06, amended to read, "...paint chipping on other garages as well as *mailbox* posts" and 7.06 "bank signature card is attached as Exhibit A.

5.0 REPORTS:

5.01 Delinquency Reports - 11.30.97
Noted and approved as reported.

5.02 Financial Reports - 11.30.97

Deferred to February meeting; Treasurer had a question with regard to \$27,175 check in October to Monterey Peninsula Engineering, # 7059; contract was for \$24,000; why paid more. Management will look into.

5.03 Bank Statements - 11.30.97
Noted and approved as reported.

5.04 MCC Billing Report - 11.30.97

Deferred to February meeting; not included with this package.

6.0 UNFINISHED BUSINESS:

6.01 Lake: Not replacing second motor; all completed. CLOSED ITEM.

6.02 Roof Repair & Flashing: President Rutherford stated he met with Roy Lambert of Lambert Roofing today and went through the Reserve Study with him. The Association presently has approved work with Lambert Roofing which will pick up problems mentioned in the Study as they progress with work that has been approved. It was noted that it is more cost effective to have Lambert pick up the problems from the Reserve Study as they go, instead of charging for the hours it would take to go through building by building and preparing a proposal for what they found. Gutters have been cleaned; Board Member Hardcastle stated her's was not and Board Member Risley came over with a ladder during rainstorm and cleaned it before it fell. The question of whether or not the Association has workers compensation insurance was brought up at this time and will be covered in new business. Board Member Adams has not had an opportunity to research gutter guards at this time. Defer. OPEN ITEM.

6.03 Terratech Report & Repairs: Board President states he received a letter from 25 Glen Lake Drive with respect to having a "qualified engineer look at..." their site to avoid a major slide. Board requests Management to provide them with a copy of the Terratech Report which the Board will evaluate and make a determination as to what to do at February's meeting. Defer. OPEN ITEM.

6.04 CC&R's/Parking/Violations: This item is being deferred as Jack Rutherford and Mark Risley are reviewing and compiling proposed new rules and regulations. Defer. OPEN ITEM.

6.05 Bob Stevens & Bindel Brothers: It was noted that the concrete will be poured tomorrow, January 6, 1998, and this will complete the work. CLOSED ITEM.

6.06 Paint: Diane Hardcastle met with Steve Olson, Saleh Company (painting contractors) and Gordon Martine, Kidwell's (paint supplier). They stated to her that the original paint was not prepared properly and they are not responsible for the existing problems. It was noted that "condition 12 - Repaint :& Repapering" of the contract between the Association and Saleh states, "On all applications of paint or wall covering over surfaces, formerly painted or papered, this contractor shall make such tests of the old surface as may be recommended by the manufacturer of the new materials and shall report the condition found to the owner-builder together with a statement on the possibility that the new materials may not adhere to the old surface. Thereafter, if the new work should fail and this contractor is required to re-do any portion of the work, he shall be reimbursed for such rework on the same basis as the new work provided for herein." Board requests Management to prepare a draft letter to go to Saleh Company

bringing this to their attention stating the Association holds Saleh responsible for the existing problems as the Association was never notified there was a problem with the original painting; and give them 30 days to respond. Draft letter to be reviewed by Grossman and Hardcastle before going to Saleh. Motion made, seconded and passed. Defer. OPEN ITEM.

6.07 Worms in Trees: President Rutherford states all has been done to the tree that can and the tree will be removed in the spring. CLOSED

6.08 Reserve Component Study: Most Board Members have reviewed the Study. It was agreed that the cost for repairs stated in the Study would come out of Reserves. Property Services Garden Maintenance has agreed to provide one employee for small maintenance repair items as stated in the Study; Association to pay for all materials and labor; costs to come from Reserves. CLOSED ITEM.

6.09 Unit 63 Repairs: Still waiting to see if the owner's insurance will cover the damages. Lambert Roofing will write a letter that cause was wind damage. It was noted that there may be termites at this unit; Board President to pursue. Defer. OPEN ITEM.

6.10 Committees: Welcoming Committee: In place. Gardening Committee: Board would like Committee to contact the City Forester and have them give their opinion with respect to the removal of "suckers" on the pine trees and thinning of the pine trees in the Community. Rules & Enforcement: Defer. Architectural Control Committee: Wolfgang Haas appointed by the Board to Chair this Committee. Defer. OPEN ITEM.

7.0 NEW BUSINESS:

7.01 Expenditure of Funds: On motion made, seconded and carried, it was resolved to authorize President Rutherford's expenditure of funds, not to exceed \$500 in any one month, for Association expenses. CLOSED ITEM.

7.02 Grass Lawns in the Community: Because of increased water usage and costs, the question of whether it would be more cost effective to remove some grass areas in the Community and replace these with drought-resistant landscape was brought up. The Board will refer this to the Gardening Committee. Defer. OPEN ITEM.

7.03 Workers Compensation: It was noted that the Association's workers compensation policy was canceled sometime last year. Board requests the workers compensation be reinstated ASAP for the amount of \$500 per year. Management will

contact insurance carrier. CLOSED ITEM.

7.04 Reimbursement for Refreshments: On motion made, seconded and carried, it was resolved to approve the reimbursement of costs for refreshments served at Association meetings. CLOSED ITEM.

7.05 Budget: Board notes that presently the Association is experiencing an increase in costs for water usage and earthquake insurance. Motion made, and seconded, that the Board will include with newsletter a "tear-off section" telling owners what the earthquake insurance coverage costs and that the Board is asking only for their input with respect to maintaining earthquake coverage or not and that this is not intended as a vote. Three yes; and one abstention by Hardcastle. Motion carries. Owner Wolfgang asked the question why the Association is not being billed as an apartment or multi-family complex rather than other on the water bills. Management will look into this and also obtain a breakdown of water usage for last 48 months in gallons. Defer. OPEN ITEM.

8.0 CORRESPONDENCE:

8.01 General Correspondence: None.

8.02 Board Correspondence: Board President reads letter received from owner of 25 Glen Lake Drive regarding possibility of slides; refer to item 6.03 Terratech Report & Repairs.

9.0 ADJOURNMENT

9.01 Schedule Next Meeting: February 2, 1998, 5:00 pm in unit 36.

9.02 Adjourned at 8:40 pm