

**THE GLEN OF PACIFIC GROVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING**

January 29, 2008
Forest Grove HOA Clubhouse
Forest Lodge Road, Pacific Grove, CA

1.0 CALL TO ORDER 6:05 PM

2.0 DIRECTOR ROLL CALL

President Glen Grossman	Present
Vice-President Betty Lauritsen	Present
Treasurer Rodger Axt	Present
Secretary Marcia Scala	Present
At-large Director Nancy Budd	Present

Managing Agent Joseph Chaffers Present

Members and residents present: Lynn Bomberger, Pat Bradley, Jack Rugar, Ken Morley, Chuck Adams, and Marce Grossman

3.0 AGENDA REVIEW / RESIDENT REQUESTS – no reports

4.0 APPROVAL OF MINUTES – Correction made to 6.04 of the minutes of 11/20/07 to indicate Lauritsen conducted the remainder of the meeting. *Motion by Budd, seconded by Lauritsen, to accept minutes from 11/20/07 Board Meeting as amended.* Motion carried.

5.0 REPORTS

5.1 FINANCIAL REPORTS – Treasurer Axt reported that the financial position of The Glen was as described in the financial reports mailed to the board members. Thanks to Jack Rugar, former President, for suggesting the Wells Fargo Investment Account which now has a balance of \$453,618. This account has a variable interest rate. Axt will get signature cards updated and get packets for Budd and Scala. Rugar suggests that the account statement be posted on The Glen website.

5.2 NEW RESIDENT INFORMATION REPORT: Lauritsen reports no new residents.

5.3 GARDENING REPORT – Pat Bradley reported on behalf of the Gardening Committee that Property Services had not been paid on time. Grossman distributed a letter from Property Services explaining the itemized invoice. Joseph will verify whether payment has issued and will be sure invoices are paid.

5.4 MAINTENANCE REPORT – Axt reports Roberts Tree Service thinned out the trees behind unit #5. Roberts will be replacing trees in February where they have been cut down or removed. Axt noted gutters were cleaned in January.

5.5 LAKE REPORT - Bomberger reports the banks of the lake from unit 104 to unit 110 are being reinforced with rocks to go up one foot over the bank. Rocks have been ordered and the concrete from Lauritsen's patio will also be used. Aloha invoice was discussed; they are recommending a new pump (\$5000) or a new motor (\$1000). Axt will follow up with Aloha. The noise of the old motor is an issue which will be corrected in the future.

5.6 WILDLIFE CONTROL REPORT – Jack Rugar reported no raccoons had been trapped.

5.7 ARCHITECTURAL CONTROL REPORT - Chairperson Morley reported unit #84 requested permission to install a new deck and fence. #88 requested permission to install a satellite dish. #110 was approved for window replacement and will have French door installed at the same time.

5.8 NEWSLETTER ITEMS – Pat Bradley requests that the newsletter include a reminder to residents to pick up after their dog.

5.9 RULE ENFORCEMENT: Discussion about tenants in unit #14. Axt advised he notified police of a disturbance on Nov. 29, 2007. Renters walking on roof; vandalizing of Axt's front door. Rugar noted that too many people were "coming and going" as if the unit was a boarding house. Axt and Rugar were requested to e-mail Joseph with specifics. Joseph was asked to write a letter to the owner describing the problems and requesting they attend the next board meeting in order to meet and confer about the situation.

6.0 UNFINISHED BUSINESS:

6.1 2852 Forest Hills Blvd. – Axt reports a demand letter has been sent to the owner giving her 30 days to respond. Nothing new-they have until end of month.

6.2 Units #30 and 42 Drainage Problem – Axt reports the back patio to unit #30 is a simple job; work will begin in two weeks. Grossman received 2 bids for work to repair drainage at his unit #42. Bids too high. Axt will evaluate whether the crew which does unit #30 can do the work at unit #42.

6.3 French Doors for Unit #110 – Axt plans on having the doors replaced when windows are done. Termite damage will be repaired at that time.

6.4 Parking outside The Glen - Grossman reports he called Juan The Builder who moved his trailer.

7.0 NEW BUSINESS:

7.1 C.P.A. report/audit/tax returns - Joseph to meet with Chand, our accountant.

7.2 Budget - *Motion by Grossman, seconded by Axt, that the Association adopt a budget whereby 62.5% or \$190.63 of our monthly dues of \$305 goes towards the Operating Budget and the balance of our dues (\$114.37) goes into the Reserve Account. Motion passes unanimously.*

7.3 Reserve Study - Grossman reports The Glen needs a new reserve study which should be done every three years. Axt requests time to obtain a bid from Barrera.

7.4 Sidewalk/curbs - Axt advises he will have the curb repaired at #3 and will repair several other areas that are cracked including the sidewalk near unit #44.

7.5 Gardeners report - Grossman presented a letter from Property Services stating Susan will add \$25 to her new contract to cover gas, tools, and other items she currently bills the Association.

7.6 Website Security - *Motion by Grossman, seconded by Axt, to have \$500 allocated for password protection of the website; the work to be done by Byte Technology.* Motion passes.

7.7 Association Records Preservation - Grossman presented the following written motion which was referred to the Board in executive session; *That the Association authorize the expenditure of \$3000 to scan and image in searchable fashion Association documents other than account payables and account receivables.*

7.8 ECHO Aptos Seminar 2/23/08 (8:00 am-1:00 pm) – *Motion by Grossman, seconded by Axt, that the Association pay for Lauritsen to attend the ECHO Aptos Seminar on 2/23/08. Motion passes. Motion by Grossman, seconded by Axt, that the Association pay for Budd to attend the ECHO Aptos Seminar on 2/23/08. Motion passes.*

7.9 ECHO Annual Seminar 6/21/08 – Grossman reports the seminar will be all day; transportation to be discussed in the future. Rugar suggests asking Jim Ray to make up business cards for the meeting. A van will need to be rented.

8.0 CORRESPONDENCE--letter and money from Jerry and Nancy Jacobs (Glen Heights).

9.0 FUTURE BOARD MEETING/ADJOURNMENT- 03/18/08 at 6:00 pm at the Forest Grove HOA Clubhouse, Forest Lodge Road, Pacific Grove, Ca.

10.0 EXECUTIVE SESSION- continued with Board Members present.

Respectfully submitted,

Marcia Scala, Secretary