

THE GLEN OF PACIFIC GROVE HOMEOWNERS ASSOCIATION
 BOARD OF DIRECTORS MEETING
 July 15, 2008
 Forest Grove HOA Clubhouse
 Forest Lodge Road, Pacific Grove, CA

1.0 CALL TO ORDER 6:03 PM

2.0 DIRECTOR ROLL CALL

President Glen Grossman	Not Present
Vice-President Betty Lauritsen	Present
Treasurer Rodger Axt	Present
Secretary Marcia Scala	Present
At-large Director Nancy Budd	Present
 Managing Agent J. Chaffers	 Present

Homeowners and Residents present: Chuck & Dorothy Adams, Portia Cornell, Ken and Faye Morley, Patti & Lindsay Munoz, Candy Pollock, Jack Rugar and John Runsvold

3.0 PRESIDENT'S ADDRESS – Vice President Lauritsen announced that Glen Grossman resigned effective July 1st as both President and a Director. The remaining Board members decided to continue with just four directors through the end of the current calendar year when elections will take place. V.P. Lauritsen is now President, Secretary Scala is Vice President, and At-Large Director Budd is Secretary. Treasurer Axt remains in his position.

President Lauritsen reviewed a new protocol for The Glen Board Meetings:

1. To facilitate Board efficiency in handling the business of the Association, the agenda has changed to put Director reports, Old and New Business before Resident Requests. Unless requested by a Board Member, discussion will be restricted to Board Members only during the Directors' reports.
2. Resident requests will now be limited to 3 minutes per person.
3. No gardening requests will be taken at Board meetings; they must be written and put in the The Glen mailbox.
4. The Board will take resident requests and comments under advisement and respond, as necessary, at a subsequent Board meeting. It was suggested that residents deliver written requests to The Glen mailbox rather than waiting for action to be taken at a later Board Meeting.
5. Board Meetings will be scheduled for 90 minutes, and will not extend beyond 2 hours.

4.0 APPROVAL OF MINUTES – On a Motion by Budd, the minutes of the June 17th Board Meeting were approved without revision.

5.0 REPORTS:

- 5.01 TREASURER'S REPORT – Treasurer Axt reported that The Glen's investments are fully covered by FDIC Insurance. He reported the following transactions in the Reserve Account: Debit \$8000 for lumber to fix the bridge; Debit \$50,000 to Williams Roofing; Credit \$1485 from Gachina to refund over-payment for uncompleted work. On a motion by Budd, the Board voted to accept the Treasurer's Report.

- Chaffers requested and Axt affirmed that Chair Pollock should cash \$500 check for Community Committee activities.

- 5.02 NEW RESIDENT INFORMATION REPORT - Lauritsen reported that there are new renters in #78.
- 5.03 MAINTENANCE REPORT – Axt reported that the bridge will be fixed when lumber arrives; roofing is in progress with projected completion in 6 weeks; repair of curbs and sidewalks is complete; repair of cracks caused by tree roots on #78 patio will now proceed per original agreement; and repair of planter box at #58 is deferred.
- 5.04 LAKE REPORT - Lauritsen reported privacy and expense concerns related to weeding and watering around the lake. On a motion by Axt, the Board agreed to dissolve the Lake Committee until it will be needed again in the spring. Budd and Lauritsen to write a letter to L. Bomberger advising her of the Board's action and thanking her for her work around the lake. Scala has directed Gachina Landscaping to water the marked plants weekly.
- 5.05 WILDLIFE CONTROL REPORT - Scala reported the capture of 3 raccoons during the month. J. Rugar reported that due to problems with the trap, a gopher is still at large.
- 5.06 ARCHITECTURAL CONTROL REPORT - Chair Morley reported that the Committee has approved the following: 26 solar tube installations in 12 units; replacement of #74 patio fence; and #19 window replacement. Morley to advise owners of #74 and #76 that front post trim must be painted to match the red doors.
- 5.07 RULE ENFORCEMENT: nothing to report
- 5.08 PARKING ENFORCEMENT: Lauritsen reported that there haven't been any problems.
- 5.09 LIENS: fortunately, nothing to report.
- 5.10 COMMUNITY COMMITTEE: Chair Pollock reported that flowers were sent to #71 on news of a death in the family; the picnic was a great success with more than 30 people in attendance; the garage sale date is yet to be determined; and the next newsletter will be published in 10 days. Lauritsen noted that many thanks are owed to M. Scala, M. Mindigo, C. Pollock, J. Rugar and P. Bradley for their work in making the picnic such a success.
- 5.11 GARDENING COMMITTEE: Chair Scala reported that sprinklers are still being repaired; excess water is evident at #28 and #30 and there are plans to replace the lawn with native plants. (Axt reported that water costs are exceeding budget by 25%; any reduction in usage is highly recommended.)

- M. Scala requested that homeowners be notified in the next newsletter that if they use a green can for yard waste, they must put the can out on Glen Lake Drive the night before trash collection. J. Rugar recommended re-distributing the green cans around the property for homeowners' convenience.

- On a motion by Scala, the Board approved a motion declaring that planting by homeowners in the common area that has not been pre-approved by the Gardening Committee is subject to removal or re-planting at the owner's expense.

6.0 OLD BUSINESS:

- 6.01 UNIT #42 DRAINAGE PROBLEM – Axt reported that he reviewed the problem with a consultant and it may be solved with re-routing of gutters and drilling of a drain hole.
- 6.02 BUDGET: Axt reported that the new 2008-2009 Operating Budget is \$158,400, a 1.65% increase over the previous year, and the annual contribution to reserves will be increased to \$64,800 to reflect the Barrera Reserve Study recommendations. On a motion by Budd, the Board agreed to accept Treasurer Axt's Budget and the following adjustment to Homeowners' Monthly Dues:
- Increase the operating budget contribution from \$218.75 to \$220.00 per month per unit

- Increase the reserve contribution from \$86.75 to \$90.00 per month per unit to prevent the need for special assessments in the future.
- Adjust the total monthly fee from \$305.00 to \$310.00 per month per unit, a 1.65% increase.
- On a request by Budd, Axt will deliver the detailed budget to President Lauritsen so that packets can be assembled and sent to homeowners to comply with the 30-day notice requirement.

6.03 RESERVE STUDY: Chair Morley reported that since no comments have been received, the Study should be accepted by the due date of July 18th. Axt will confirm costs relating to mailboxes with Barrera personnel. On a motion by Axt, the Board agreed to accept the Barrera Reserve Study report.

6.04 RENTAL POLICY: Budd reported that the lenders and mortgage brokers she has contacted recommend a limit of 25% on rentals. Budd will contact additional lenders and report at the August Board Meeting. Previous Election Inspector Morley stated that letters opposing the rental policy could be sent to Homeowners along with the ballot regarding the change to the CC&Rs. _

7.0 RESIDENT REQUESTS

- In response to a question from J. Rugar, N. Budd reported that she received information at the ECHO convention, which confirmed that The Glen must pay tax on investment income.
- J. Rugar requested that the Board send a letter to the City of P.G. requesting that they schedule a street sweeper on Piedmont from Moreland to The Glen gate on a regular basis. Budd to draft a letter.
- C. Pollock reported that resident N. Evans requests that the tennis court be cleaned regularly; Scala reported that Gachina cleans it once a month, per contract.

8.0 CORRESPONDENCE: Nothing to report.

9.0 FUTURE BOARD MEETING: 8/19/08 at 6 p.m. at the Forest Grove HOA Clubhouse, Forest Lodge Road, Pacific Grove, CA

10.0 ADJOURNMENT: On a motion by Budd, the Board Meeting adjourned at 7:23 pm

Respectfully submitted, *Nancy Budd*, Secretary