



One Glen Lake Drive, Pacific Grove, CA 93950  
✱ <http://theglenofpg.com>

THE GLEN OF PACIFIC GROVE HOMEOWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
February 21, 2012

CALL TO ORDER: Candy Pollock called the meeting to order at 6 p.m.  
Board Members present: Rodger Axt, Terry Field, Glen Grossman, Lindsay Munoz and Candy Pollock.  
Board members absent: None.  
Others present: Eight people representing seven units.  
Management present: Etna Monsalve, Thelander Management Company.

Guests: Vince DiRocco and Jon Lardinois of Chase Bank attended to get Board signatures on the new Chase operating account signature card and Business Depository Resolutions.

MINUTES:

M/S/C: Gross/Axt/Unanimous (Pollock abstained due to absence): to adopt the minutes of January 24, 2012 as presented.

REPORTS:

Thelander Management: Verbal report given.

Financial Report: Mr. Field reported that he purchased two new certificates of deposit on January 30<sup>th</sup> each for \$100,000. He will purchase the third certificate of deposit from Chase Bank once the account is finalized. He is confident that the transfer from Wells Fargo will be smooth with a cost savings for the Association. Email notification will be sent to the fifteen owners currently using the auto debit program through the Association's former bank. They will be sent a new authorization form to continue the service through the new bank. Email notification will also be sent to the five owners currently mailing payments to the Lock Box address. They will be asked to change the mailing address to the Association in care of Thelander Management Company. All owners were already informed of the bank change and address change via a statement message. But, an email blast will also be sent to all owners.

Maintenance Report: Mr. Axt reported that Section 1 termite repairs will be completed at unit 36, which just sold. Damage found on siding at locations where two trees were removed. Unit 74 was inspected by a second contractor and a written report will be provided.

Architectural Control Report: Mr. Morley reported a window replacement application from unit 17. Management suggested a thorough review of ARC procedures and policy to ensure compliance with the latest laws and legal recommendations.

Gardening Report: Ms. Bomberger submitted a written report including pricing for an upcoming project for plant replacement. The Board directed Ms. Bomberger to seek and present three bids for the project; one from the current vendor she is working with, another

from Greenscape and one from Town & Country Landscaping as well.

Tree Report: Mr. Axt reported one dead tree was removed and one mistakenly removed. Many trees were trimmed but there was no stump grinding due to lack of time. One tree behind units 16 and 26 will have a city inspection for possible removal.

Lake Report: Ms. Bomberger reported that the lake is fine with little work as gardening is taking a lot of her time.

Rule Compliance Report: Mrs. Pollock reported that units 9 and 15 need to replace window screens. Management shall contact the property manager, Augie Louis, to inform him that the residents were given replacement screens as a courtesy. Property Manager for Unit 9 (San Carlos Agency) shall be contacted to inform them of the need to clean up the back yard and fence and replace torn window screens. Rodger Axt agreed to deliver a replacement screen to them. Units 94 and 104 agreed to the Board terms as stated in correspondence to each owner. M/S/C: Axt/Field/Unanimous: to have maintenance personnel remove fence at unit 94 in February of 2013 or sooner if vacated by current resident.

New Resident Report: Mrs. Lauritzen reported information about new residents.

Community Committee: Mr. Munoz reported member attendance at a fundraiser on February 17<sup>th</sup>. An April dinner for residents is being planned.

Website Report: Mr. Morley reported that he checked the website links and found that one the ARC page had a technical problem which will be corrected.

Legal Issues/Liens: Tabled.

Ad Hoc Committees:

A. Rules & Regulations Document – Mrs. Pollock presented an updated draft. The Board discussed and edited the draft. M/S/C: Grossman/Axt/Unanimous: to approve the edited draft for distribution to the membership for 30 day review. It will be adopted at the March meeting.

B. Landscape Project – Tabled until the August Agenda.

President's Report: Mrs. Pollock proposed a budget line item be added for HOA education and that five slots to the annual ECHO Seminar in June be approved for Board attendance. The Board will vote on this in March. Committee reports and bids are to be submitted to the Board in advance of meetings for thorough review before the meeting. Mrs. Pollock met with Ms. Bomberger to clarify Gardening Committee responsibility and authority.

#### UNFINISHED BUSINESS:

Concrete cleaning: Mr. Axt reported that we are still waiting for project completion.

Road Resurface Project: Mr. Axt reported that he believes the roads are in need of resurfacing not resealing. M/S/C: Field/Grossman/Unanimous: to authorize up to \$500 for an independent contractor to inspect and determine which level of road work is actually needed.

Boundary fence: Work is in progress.

Concrete replacement: The Board reviewed and discussed the bid presented from Neal Schlegel Construction for five separate areas of work totaling \$68,836.00. M/S/C: Axt/Grossman/Unanimous (Pollock abstained due to lack of full understanding of project need): to accept the proposal as presented.

Porch light Fixtures: Mr. Axt reported that this item should be removed from the agenda and he will request it be added when information is ready to be presented.

#### NEW BUSINESS:

Replacement of entry sign: The Board and members discussed possible need to replace

either or both of the signs at the entrance; The Glen and Glen Lake Drive. Carried forward.

Clarification of Gardening and all committee authority/responsibility: Mrs. Pollock reported the need to have proper procedures and policies guiding committee activity, a board liaison, and a proper forum for member input regarding any work done at that owner's unit. Mrs. Pollock also suggested a designated rule violation email address (automatically filtered to all board) and a board member volunteer to track those emails and report them at the meetings under Rule Compliance.

Pro-active notices regarding projects affecting members: The Board discussed assigning one person to prepare these notices to be sent as email blasts and posted at kiosks only not on doors.

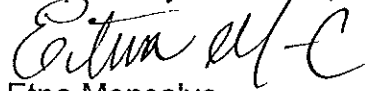
OPEN FORUM/RESIDENT REQUESTS: Attendees discussed thoughts on bicycles on bridge and sidewalks leading up to bridge and tree work. One owner reported a crack in the walkway at unit 42.

M/S/C: Grossman/Axt/Unanimous: to authorize Gardening and Web Committees to receive an Owner/Resident Contact List for use as specifically related to the Committee business.

NEXT BOARD MEETING: The next meeting is scheduled for March 22, 2012 at 6pm.

ADJOURNMENT: Meeting adjourned at 8:05 pm.

Respectfully submitted,



Etna Monsalve  
Recorder



Glen Grossman  
Secretary

3/20/12