



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

THE GLEN OF PACIFIC GROVE HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
July 17, 2012

CALL TO ORDER: Rodger Axt called the meeting to order at 6:05 p.m.
Board Members present: Rodger Axt, Terry Field, Glen Grossman, Lindsay Munoz.
Board members absent: Candy Pollock.
Others present: Five people representing four units.
Management present: Etna Monsalve, Thelander Management Company.

MINUTES: M/S/C: Grossman/Field/Unanimous: to adopt the open session and executive session minutes of June 19, 2012 as presented.

REPORTS:

President's Report: Mr. Axt reported that four board members attended the ECHO Seminar and found it very educational. He presented the reasoning for a property line survey. Management added that the City of PG cleaned up Arnett Park.

Financial Report: Mr. Field reported that he has reviewed the unaudited financial statements. Operating expenses are currently under budget after ten months. Although some line items are over budget, he expects the year to end with an operating fund excess. M/S/C: Field/Munoz/Unanimous: to accept the June unaudited financial reports as presented. M/S/C: Field/Grossman/Unanimous: Let it be resolved that the Board of Directors for the Glen of Pacific Grove Homeowners hereby directs Management to establish a separate operating fund titled 2011 overage for the purpose of payment of specific reserve expenses per the Association treasurer, Terry Field. Said fund is to receive \$22,000 from the current operating checking account. These funds have been classified by the CPA as surplus operating funds from the year ending August 31, 2011. The Board had previously voted to roll the funds into the 2012 Operating Budget. Mr. Grossman advised the Board that the Bylaws require rolling funds into the Reserve Account.

Reserve study: Mr. Field reported that he and Mr. Axt met with Association Reserves Inc. analyst, Kevin Fink, for an inspection of the property. The study is expected within three to four weeks.

Maintenance Report: Mr. Axt reported that a street light will be fixed.

Tree Report: Mr. Axt reported that the dead tree removal is pending.

Gardening Report: Ms. Bomberger submitted a written report. Excellent work was done by the extra labor contracted from Greenscape.

Lake Report: Ms. Bomberger reported no new activity.

Architectural Control Report: Mr. Morley reported no new applications.

Website Report: Mr. Morley reported no new activity.

New Resident Report: Ms. Lauritsen submitted a written report that the resident of unit 34

had vacated the unit.

Community Committee: Mrs. Munoz submitted a written report. The July 4th picnic was a successful event. The Glen Garage Sale is scheduled for September 29th from 8am to 12 noon. More information will be distributed later.

Rule Compliance Report: Mr. Munoz reported that specific residents continue to feed birds. They are asked to cease immediately or the Board will send written notice. Unit 34 has four torn window screens. Management is instructed to send a notice. Unit 40 allegedly allows a dog off leash outside the unit into the common area. Management is instructed to send a notice.

AD HOC COMMITTEES:

Budget Committee: Mr. Field reported that the Budget Committee drafted a budget and requested Board input. All comments were considered. The Committee presented a clean and tight budget for the 2012-2013 fiscal year which maintains the current assessment of \$310 per unit. M/S/C: Field/Grossman/Unanimous: to accept the budget as presented.

Election Inspection Committee: Mr. Morley reported that the election schedule was changed due to a conflict. M/S/C: Grossman/Field/Unanimous: to move the annual meeting to October 9, 2012 at 6pm. Mr. Morley is working with Management to identify all units held in trust and the named trustees for proper ballot distribution. Mr. Morley stated that there are no floor nominations permitted. Mr. Grossman advised the Board that no election is necessary if there are the same number of candidates as there are vacancies on the Board. Management disagreed and has previously provided the language of the Bylaws to demonstrate the requirement for an election. Mr. Morley informed the Board that he resigns as Election Inspector after the 2012 Election. The Board requested a bid from Management to administer future elections.

UNFINISHED BUSINESS:

Gate and fence work: Mr. Axt reported that the remaining work, to be completed by Peninsula Fence at a cost of \$11,600 as approved by the Board in June, is pending the 50% deposit to be issued later this month.

French doors at unit 58: Mr. Axt reported the doors are being ordered. He stated that the owner accepted shared responsibility, has hired a contractor, and will pay for the hardware and the cost to install the doors as well as any interior work required. The owner will also trim and maintain the hedge in that area to four feet in order to allow circulation of air.

NEW BUSINESS:

Request for extra gardening hours: Ms. Bomberger requested approval to hire extra help for current projects. M/S/C: Munoz/Axt/Unanimous: to approve a one-time additional twelve hours of labor from Greenscape Inc. at a cost not to exceed \$342.

Resident planting in front of units: Tabled.

Common area irrigation/drip system: Ms. Bomberger presented three bids to convert irrigation to a drip system in two or four zones; Marano Landscape for four zones is \$2172, Greenscape for four zones is \$2370 and Todd Pascoe, Landscaper, for four zones is \$1735. M/S/C: Axt/Field/Unanimous: to authorize up to \$2175 for the irrigation conversion in four zones and right of first refusal offered to Greenscape, the current landscaper.

Policy to define extent of rear exclusive use common area: Tabled.

Property line survey: Management researched county maps and submitted copies to the Board via email, then requested three bids; Central Coast Surveyors, Whitson Engineers, and WWD Engineering, to locate and mark the property lines. WWD Engineering was the only bid received. M/S/C: Munoz/Grossman/Unanimous: to approve the WWD

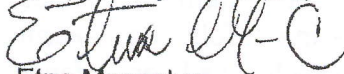
Engineering bid of \$1200 to survey the area in question, locate and stake the property line corners.

OPEN FORUM/RESIDENT REQUESTS: One owner reported that tree branches at unit 86 hang low and need trimming. Another owner reported plastic bottles in the lake near the bridge. Ms. Bomberger will ask the landscapers to remove them. An owner reported that birds are perched above her doorstep and would like to know if anything can be done to deter them. Mr. Axt will research deterrents.

NEXT BOARD MEETING: Board meetings will be held the third Tuesday of each month at 6pm at the Forest Grove Clubhouse. However, due to lack of business, the August 21st meeting is canceled. The next meeting is September 18, 2012. The annual meeting is scheduled for October 9, 2012.

ADJOURNMENT: M/S/C: Axt/Field/Unanimous: to adjourn the meeting at 7:23 pm.

Respectfully submitted,



Etna Monsalve
Recorder



Glen Grossman
Secretary

Landscaping Report □ The Glen □ Lynn Bomberger 7/17/12

7/11/12 I spoke with Rocky of PG Maintenance regarding the dead sweet hakea trees near our front gate. He said he and Al, the arborist, will look at the trees this week or next. My original contact with PG regarding this problem was 3/29/12.

7/9/12 Jorge Ruiz, of Greenscape, worked at The Glen for 8 extra hours and was a big help weeding, planting, removing old plants, etc. He will return 7/16/12 for 4 more hours.

Landscaping Items To Be On The Agenda for Discussion

1) Choosing a Contractor to Convert Some Sprinklers to Drip

As of the 5:00pm deadline today that I gave the contractors, three of the four that I met with had responded with bids. Their bids are attached. I recommend hiring Greg Marano even though his was the middle bid. It is not always best to go with the lowest bidder. I will explain more at the meeting.

Subject: July New Resident Information Committee report

From: blauritsen (tjlaur@sbcglobal.net)

To: board@theglenofpg.com;

Cc: etna@thelandermgmt.com;

Date: Wednesday, July 11, 2012 9:26 PM

Nothing to report. The Seatons (tenants) have moved out of 34. Lynn sent me an e-mail July 2 saying that the owner Margaret Tyler passed away and the unit is going to be sold.

Betty

Nothing new to report.

Subject: Fw: Community Report
From: Candace Pollock (candacejoy@sbcglobal.net)
To: glengrossman@yahoo.com;
Date: Wednesday, August 22, 2012 10:49 PM

-----Original Message----- From: Lindsay Munoz
Sent: Friday, July 13, 2012 9:07 AM
To: board@theglenofpg.com
Subject: Community Report

Fourth of July a huge success. Garage Sale plans will be forthcoming for Sept. 29, last Sat. in the month!

Respectfully submitted,

P and L Munoz (community chairs)

Sent from my iPhone=