



One Glen Lake Drive, Pacific Grove, CA 93950  
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THE GLEN OF PACIFIC GROVE HOMEOWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
The Del Monte Residential Care Facility  
1229 David Avenue  
Pacific Grove, CA 93950  
NOVEMBER 19, 2013

**CALL TO ORDER:** Diane Hardcastle called the meeting to order at 6:14 p.m.

**ROLL CALL:**

Board Members present: Rodger Axt, Terry Field, Diane Hardcastle, and Lindsay Munoz.

Board members absent: Stephanie Lee.

Others present: Six owners representing five units.

Management present: Clinton Thelander, Thelander Management Company.

**ELECTION OF OFFICERS:** M/S/C: Hardcastle/Munoz to nominate Stephanie Lee to Secretary, unanimous. M/S/C: Hardcastle/Axt to nominate the remaining Board members to their prior Officer position, unanimous.

**MINUTES:** M/S/C: Hardcastle/Field to adopt the minutes of the October 15, 2013 board meeting as presented, unanimous. M/S/C: Field/Axt to adopt the minutes of the October 30, 2013 executive session meeting, unanimous.

**REPORT ON THE ACTION TAKEN IN EXECUTIVE SESSION:** The Board meet in executive session on October 30<sup>th</sup> to accept an increase to the Fidelity Bond insurance coverage.

**REPORTS**

**MAINTENANCE:** Roger Axt reported on the following maintenance action: 92-siding has been replaced, 88-section 1 work has been fixed, trees-4 pine and 1 redwood tree has been removed, gutters-all have been cleaned, misc repairs-the handyman has complete many minor repair jobs. Roger reported that gutter repairs will only be made once the underground piping has been fixed. Roger reported that painting will be done in 2014. Roger reported that he is in receipt of an opinion letter from Soil Surveys inc. that earth movement by 110 is natural and presents no concern or adverse conditions. Roger reported that the recent raccoon trapping has cost the HOA \$700. Terry Field volunteered to approach Animal Damage Management to get a quote from them on raccoon abatement. Members in attendance voiced their pleasure with the tree work and asked when the redwood tree stump will be removed. Roger reported that the stump will be removed and a new tree planted at a later date when the adjacent patio work has been finalized. It was reported that the owner of 61 suffered damage to their lattice from falling material from the hillside. It was reported that unknown contractors were on the hill doing unknown work. Lindsay Munoz will investigate who the contractors might have been and working on whose behalf. If on behalf of The Glen of PG or Glen Heights, then the HOA should pay for the repair of the lattice.

**FINANCIAL:** Terry Field reported that the CPA's review of the 2012-2013 fiscal year has been finalized. M/S/C: Field/Hardcastle to accept the report and requested that Ken Morley post a copy of the review to the Association's website, unanimous. The 2012-2013 tax return has also been prepared and finalized. The total of taxes due was under budget. Terry reported that management has forwarded to him the

October financial report which reports an operating surplus of \$4,651. Terry reported that several invoices have come in for maintenance work that needs to be charged against reserves.

**PRESIDENTS:** "Our Management Contract with Thelander Property Management is terminating January 1st. We will need a new management Company in place by then. I make a motion that we secure Access as out new Property Management Company beginning January 1, 2014, Terry Field seconded and approved by all Board Members present."

**LAKE:** Rick Murai stated he has no report. Rick did ask Roger if he is aware if the City of Pacific Grove has any obligation to provide maintenance to the lake, Roger reported that the City has zero obligation towards the lake. Rick and Roger agreed that sediment removal is a task that should be addressed next year.

**ARCHITECTURAL CONTROL:** Ken Morley reported no new activity, but that he just this evening received a submission from 48. He will report on it at the next meeting.

**WEBSITE:** Ken. Morley reported no new activity.

**NEW RESIDENT:** Betty Lauritsen reported that there are new residents in 84 and 88. The Board asked if the e-consent form is part of the new resident packet, she confirmed that it is.

**COMMUNITY COMMITTEE:** Lindsay Munoz reported that the Kingston Trio will be playing at the Pacific Grove Civic Center and that new Christmas decorations have been purchased and will be set up after Thanksgiving.

**RULE COMPLIANCE:** Lindsay Munoz reported no new activity.

**LEGAL ISSUES/LIENS:** No issues.

**LANDSCAPING:** Lindsay Munoz reported that the iceplants by 42 and 44 have been removed and that new plants have and will continue to be installed. Lindsay reported that the three-phase lawn removal project has started: 1<sup>st</sup> phase-removal of grass, 2<sup>nd</sup> phase-installation of drip irrigation, 3<sup>rd</sup> phase-installation of new plants. A request for the map of the community irrigation system was made to the Board.

**UNFINISHED BUSINESS:**

**GOVERNING DOCUMENT UPDATE:** tabled

**NEW BUSINESS:** It was stated that the Board should make an expression of gratitude to the Del Monte Residential Care Facility for their permitting of the Association to use their facility. The Board agreed to offer a gift to the facility for Christmas.

**OPEN FORUM/RESIDENT REQUESTS:** Candy Pollock expressed her disappointment that Etna Monsalve will no longer be the management agent for the Association and that Etna has served the community very well for the past 3 years. It was asked if there is a maximum fence height restriction within the community. It was reported that the CC&Rs limit fence heights to 5 feet. It was reported that the owner of 48 continues to fail to clean up after their dog, however, another owner claimed that 48 is cleaning up after their dog. It was reported that the tenants at 54 continue to utilize guest parking and is now driving a scooter at a high rate of speed on Glen Lake Drive. Management was directed to do a letter to the owner, copying both the property manager and the tenants, to cease from parking in guest parking and to cease from the reckless driving within the gated community. It was asked that the tarp be placed on top of the compost heap, Lindsay and Roger reported that they will address this.

**CORRESPONDENCE:** none

**NEXT BOARD MEETING:** The next board meeting shall be held December 17, 2013 at 6pm at The Del Monte Residential Care at 1229 David Avenue.

ADJOURNMENT: There being no further business, the meeting was adjourned 7:05 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Alexander Lee". The signature is written in black ink and is positioned to the right of the typed name "Secretary".

Clinton Thelander  
Recorder

Secretary