



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

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  
December 17, 2013

**CALL TO ORDER:** Diane Hardcastle called the meeting to order.

**ROLL CALL:**

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

Board Members Absent: Stephanie Lee.

Others Present: Two owners representing two units.

No representative from Thelander Management Company present.

**MINUTES:** M/S/C: The minutes of the November 19, 2013 minutes were presented and adopted unanimously.

**REPORTS:**

**MAINTENANCE:** Rodger Axt reported that a maintenance person has been identified.

**FINANCIAL:** Terry Field reported a surplus for the three months ending 11/30/2013 of \$625. This does not include the transfer of the surplus for the 2012/2013 fiscal year of \$5,195 which will be transferred to the operating budget. Mr. Field made a motion to switch the Reserve Account from Chase to Schwab with the following:

- A. All checks require two board member signatures
- B. The Treasurer is authorized to purchase CD's from the Reserve Account up to a maximum of \$100,000 for a maximum of one year that are FDIC bank insured. (M/S/C by Diane Hardcastle and approved unanimously.)
- C. The Treasurer is authorized to sign checks on the Operating Account up to a maximum of \$2,000. Two board members' signatures are required on checks exceeding \$2,000. (M/S/C by Diane Hardcastle and approved unanimously.)

**PRESIDENT'S REPORT:** Diane Hardcastle remembered Chuck Adams (Unit #3) who passed away December 16. Mr. Adams was one of the original owners at the The Glen, had served as a board member for several years, and as president. As a token of our appreciation, the board brought some food to his widow, Dorothy. Our prayers and thoughts are with his family.

Ms. Hardcastle reported that Access Association Services would be our new management company, effective January 1, 2014. Access has already sent a letter to homeowners with instructions and forms allowing debit authorization for automatic assessment payments from their bank accounts. Ken Morley will e-blast owners in a Neighborhood Notes as a reminder.

**PRESIDENT'S REPORT (cont'd):**

**LAKE:** Richard Murai reported that they continue monthly application of Bioverse products. Rodger Axt suggested that possibly the new maintenance person may be able to complete the dredging. (To be discussed at a future date.)

**ARCHITECTURAL CONTROL:** The patio with drain completed for Unit 48. Unit 36 will be installing a new patio.

**WEBSITE:** No report.

**NEW RESIDENT:** Betty Lauritsen reported she welcomed new tenants in Unit 14 and the new owner of Unit 88. Both will have local numbers; so will be added to the gate directory.

**COMMUNITY COMMITTEE:** No report.

**RULE COMPLIANCE:** Unit 54 wrote a letter to property management about following the rules.

**LEGAL ISSUES/LIENS:** Discussion of the CC&Rs revision was tabled to the January meeting.

**LANDSCAPING:** The status of the entrance landscaping and a rough estimate for tree removal and replanting was submitted. It was decided that the existing landscape committee (Diane Hardcastle and Susan Murai) will discuss the plans with the landscape company.

**UNFINISHED BUSINESS:**

**UNIT 61 FENCE REPAIR:** Discussion was tabled until the January meeting.

**NEW BUSINESS:**

- Dry rot at the rear window of Unit 61 will be repaired by the HOA.
- HOA Board Meetings will be moved to Forest Grove at a cost of \$30/meeting.
- Gifts to Del Monte Convalescent Home and the gardeners were discussed. Three \$25 gift certificates will be given to the gardeners.

**NEXT BOARD MEETING:** The next board meeting will be held January 15, 2014 at 6:00 p.m. in the clubhouse of the Forest Grove Condominiums.

**ADJOURNMENT:** There being no further business, the meeting was adjourned.

Respectfully submitted,



Stephanie Lee

Secretary (based on notes from others who were present for the meeting)