

**The Glen of Pacific Grove Homeowners Association
Board of Directors Meeting
June 18, 2014**

Board Members

Diane Hardcastle	President (Arrived at 6:35 PM)
Terry Field	Treasurer
Stephanie Lee	Secretary
Lindsay Munoz	Director at Large

Others Present

Tim Dillon	Access Association Services, Inc
9 Homeowners	

Item I Call to Order

The Board of Directors meeting was called to order by Secretary Stephanie Lee, at 6:00 PM.

Item II Reorganization

A motion was made, seconded, and unanimously approved to appoint Connie Shelstad to fill the open position when Rodger Axt resigned.

Item III Consent Agenda

A motion was made, seconded, and unanimously approved to accept the consent agenda as follows:

- A. Minutes – May 21, 2014
- B. Work Order Summary
- C. Correspondence Summary

Item IV Committee Reports

1. Presidents Report – Diane Hardcastle-No report presented.
2. Financial Report – Terry Field
 - Terry reported a surplus for the first eight months of \$5,105 for the year to date.
 - The reserves study will be updated hopefully by the first of August for the budget to be reviewed for the new calendar year budget.
 - Currently, the reserves are funded at 92% and he suggests that the reserve contribution can be reduced for next year and still keep the reserves at 90%.
 - Terry had questions in regards to the financial reports, management reported that the CPA had been contacted and will provide a response.
3. Maintenance Report – Manager
 - Water feature timer installation – Completed
 - #56 Screen damaged during tree work – Completed
 - #96 Homeowner completed additional section I work and will tent the two garages at her cost. – Tenting to be scheduled. Painting will be completed by the association.
 - #48 Water Test to locate source of water intrusion – Awaiting report from Martin Walker Construction.
 - Approved Pest Control Policy – Mail out completed.
4. Lake Report – Rick Murai
 - Rick reported that algae continue to be a problem that needs to be addressed as does dredging of the sediment. The amount of sand that is washing down the vertical hillsides may require additional work.
 - Rick believes that the algae and sediment can be spread around the common area to compost.

5. Architectural Report – Ken Morley
 - The committee approved the window replacement at #54.
6. Website – Ken Morley
 - Management to provide a PDF of draft minutes for posting on the website.
7. New Resident Report – Betty Luritsen
 - Betty updated the residents moving from 94 to 96. #13 should be updated in the next week.
8. Community Committee – Patti Munoz
 - Lindsay reported that the committee will be hosting the 4th of July event.
 - The annual garage sale is currently scheduled for September 6th.
 - Thank you and Good bye to Rodger Axt with a \$50 gift card.
9. Rule Committee – Lindsay Munoz
 - Report that the trash can at #54 is overloaded and let all residents know to keep the lids closed.
 - Several comments about contractors leaving construction materials behind the garages; residents should know that contractors must haul off all debris.
10. Ad Hoc Committees – Lindsay Munoz
 - The grass removal is almost completed and the weeds coming up in the planter areas were addressed by Greenscape.
11. Landscape Report - Lindsay Munoz
 - Homeowner requested additional planting in the rear patio; Lindsay responded that the individual owner is responsible for the patio area.
 - Lindsay noted that the ground cover at #84 will be cut back.
 - #30 reported that plants are dying, may be from broken sprinklers.
 - Ken Morley requested that the trees be trimmed.

Item V Action Items

Management presented the following bids for monthly maintenance of the lake that will include skimming of algae and debris from the surface and around the banks. After a lengthy discussion, based on the bids below, a motion was made, seconded, and approved to hire Aqua Jett pending management emailing a copy of the proposed contract cost not to exceed \$750 per month to maintain the water feature.

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|-----------------------|--|
| 1. A & D Landscape | \$425 - Service two times per month, disposal fees \$845 |
| 2. Pacific Water Art | \$868 – Survey the system make recommendations |
| 3. Aqua Jett | \$850 – Initial clean up, \$500 monthly thereafter, spread debris. |
| 4. Oasis Construction | Bid not received |
| 5. Pond Magic | Not able to perform |

Item VI Open Forum

1. Marce Grossman reported that fifteen years ago, a contractor had installed a metal ledge over the patio door that prevented water from damaging the doors. Marce suggested having the association contractor look at the work and see if it can be replicated to other units.
2. Ken Morley asked the committee what the plan was to replace all sprinklers with drip irrigation in the complex.
3. Report that pine needles on the hill at the tennis court need to be cleaned up.

Item VII Next Meeting Date

The next Board of Directors meeting is scheduled for July 16, 2014.

Item VIII Adjournment

There being no further business, the meeting adjourned at 7:35 PM.