

The Glen of Pacific Grove Homeowners Association
Board of Directors Meeting Minutes
April 15, 2015

Board Members

Al Munoz-Flores	President
Terry Field	Vice President/Treasurer
Stephanie Lee	Secretary
Rick Murai	Director at Large

Others Present

Tim Dillon	Access Association Services Inc.
Nine Homeowners	

Item I Called to Order

The Board of Directors meeting was called to order at 4:00 PM by President, Al Munoz-Flores.

Item II Consent Agenda

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

- A. Minutes of the March 18, 2015 Board Meeting;
- B. Work Order Summary;
- C. Correspondence Summary.

Item III Action Items

1. Rick Murai submitted his resignation from the Board of Directors. The Board thanked Rick for his service and accepted his resignation.
2. Terry Field reported that he spoke to Candy Pollock about filling the vacancy and she was interested, however, Candy was out of town on the meeting day. A motion was made, seconded and unanimously approved to appoint Candy to the Board of Directors. Terry will confirm with Candy upon her return.
3. Tree Trimming and Removal Bids – Management reported that Topes Tree Service submitted the permits to the City of Pacific Grove and we are awaiting the approval to proceed.
4. Entry Gate Hinge Replacement – The Board of Directors reviewed a bid from CCOI to replace the hinges on the front entry gates at a cost of \$820.00. A motion was made, seconded and unanimously approved to accept the bid.
5. Painting Bids – Management provided painting bids from four contractors for the Board to review. The bids ranged from a high of \$288,000 to a low bid of \$142,700.

A brief discussion ensued in regards to the various quotes and it was determined that the buildings should receive one spray coat with back rolling to insure the best coverage. The discussion also included suggestions to remove the entry gates and wrought iron fencing and light poles from the bid. Management suggested contacting three of the contractors to submit their final and best bid for the project and to include having all previously surfaces painted as the cost to include all items may be more cost effective while the painters are onsite.

Item IV Committee Reports

- A. Presidents Report – Al discussed two possible sign graphics that could be purchased and installed at the entry gate and the fire road showing that the community belonged to neighborhood watch. The members in attendance favored the standard sign; Al will confer with the police department and make a recommendation.
- B. Financial Report Terry Field
- Terry reported that for the three months of the new calendar year there is a loss of \$5,228 however the April reserve contribution was made in March which means that there was actually a \$52 net profit.
 - The financial review for the four month period ending December 31, 2015 was submitted for approval, Terry made a motion to accept the review and the board approved unanimously.
 - Terry also suggested that the reserve study for 2016 should be started in August so that the budget could be submitted to the Board in September for approval in October. The Board members agreed.
- C. Maintenance – Management – No open items to report.
- D. Lake Report – Stephanie Lee
- Stephanie suggested that the algae skimming may be held off until May and that she will work with John Jett when the skimming starts up again.
 - Al suggested that the budget approved at the last meeting of \$800 be used to obtain an overview of the lake system from a professional. Management will contact Pacific Water Art to obtain the report.
 - Management suggested that Peninsula Septic Service be contacted to obtain a bid for vacuuming the sediment in the inlet as an option to dredging.
- E. Architectural Report – Board of Directors – No requests submitted.
- F. Website- Ken Morley – The minutes and final review need to be sent over from management for posting.
- G. Betty Lauretson – Betty submitted the following report:
- Tonight I welcomed the new tenants who moved into unit 14 on Saturday. The previous tenants were only there seven months and left quite a mess, and a lot of garbage behind! The new couple seems very nice. They are Ryan and Jennifer Lewis, their seven-year-old daughter Bridget, and their Schnauzer dog "Paco". The previous tenants filled the garbage and recycling containers so I told them mine were only half full and to feel free to add to ours here at unit 30.
- They moved here from Scottsdale AZ to help with the family property management business. Ryan is originally from Santa Cruz. Ryan has an 831 cell phone from Santa Cruz which I will test at the gate but I think our system will consider it long distance. They may get a local landline as they plan to be here at least a year. They have a black GMC pick-up truck and a red Jeep Grand Cherokee. They intend to get CA plates for their two vehicles so I will pass on that info when I get it.

- I know that new people just moved into unit 5 late last week as well and I hope to get to them tomorrow night, but if I don't this is your report for the board meeting Wednesday.
- Updated directory attached shows that unit 40 is vacant and I do not have owner contact info.
- Email report that the renters in #40 moved out and the owners are renovating and will be renting it after the remodel.

H. Community Committee – Patti reported the July 4th party will be planned in May.

I. Landscape Committee – Pat reported that there have been no requests or complaints however, Linda Bell slipped in the landscape on the hillside of her home and Pat asked Jose to clean up around the area.

J. The board members commented that the landscape is looking good.

Item V Open Forum

- Marcy Grossman reported the light out at the mailbox by Terry, Pat commented that the gardeners will replace on Monday.
- Jesalee had several questions regarding the painting project, replacement of light fixtures in the complex, using fish in the lake to control algae and replacing plants in the front of the house with another color. Also reporting that the drip hose was crimped in the front landscape.

Item VI Next Board of Directors Meeting

The Board of Directors meeting is scheduled for May 19, 2015 at 4:00 PM at the Forest Grove clubhouse.

Item VII Adjournment

There being no further business before the Board of Directors the meeting adjourned at 4:55 PM.