

The Glen of Pacific Grove Homeowners Association
Board of Directors Meeting Minutes
September 16, 2015

Board Members

Al Munoz-Flores	President (absent)
Terry Field	Vice President/Treasurer
Stephanie Lee	Secretary
Candy Pollock	Director at Large

Others Present

Tim Dillon	Access Association Services Inc.
Tanya Morgan	Access Association Services Inc.
Pat Bradley	Owner #16
Marce Grossman	Owner #42
Glen Grossman	Owner #42
Barbara Ghazarian	Owner #61
Faye Morley	Owner #86
Ken Morley	Owner #86

Item I Called to Order

The Board of Directors meeting was called to order at 4:00 PM.

Item II Consent Agenda

A motion was made, seconded, and carried to accept the consent agenda.

- A. Minutes of the August 19, 2015 Board Meeting
- B. Work Order Summary
- C. Correspondence Summary

Item III Action Items

- A. Lake/Pond Bids- Management reported that they have not yet received bids from Quilici Gardening or Granite Construction. Management reported that Oasis Construction has chosen not to bid on the project.
- B. Painting Project – The Board requested that a reminder be sent to all residents and homeowners that patios must be cleared of all items and plantings removed from the lattice prior to the beginning of the painting project. Homeowners should also be reminded that if the lattice is not painted due to plants not being removed, the Association will not be responsible for any root rot or damage to the lattice going forward. Management will do a site inspection of the patios prior to the beginning of the project and send appropriate notices to homeowners.
- C. Gutter Cleaning Schedule dates were approved.
- D. Sand bag packs and barriers – A sample of the alternate sand bag barrier was reviewed by the Board. It was approved for use by the Association. An email will be sent to all homeowners making information available about the product and how to order them for individual use. The Association will purchase an emergency supply for Association use in the event of the predicted El Nino weather.
- E. Rodent Issue – There were a number of reports of rodents being sighted on the property. A discussion followed concerning the reason the rodents have appeared on the property and the responsibility of the Association to provide for abatement in the common areas. Management will get bids for bait stations.
- F. Drainage Issue – Unit 17- Management will do a walk thru with Jason to view and determine the extent of the drainage issue at Unit 17 and the surrounding areas.
- G. Unit 40/Unit 42 Repair Project – Management has spoken with all parties. Repair work has been scheduled with Jason.

Item IV Committee Reports

- A. Presidents Report – Albert Munoz Flores (absent)
- B. Financial Report - Terry Field
 - Period Ending August 31, 2015 – There is a surplus of \$2276 for the month of August in the Operating Account. It is anticipated that there will be a surplus for the year of \$10,795 in the Operating Account.
 - Reserve Study Report – The Reserve Study indicates 104.6% funded. \$6126 is the recommended contribution amount. The current contribution of \$5820 is maintaining 90% funded, which would result in an anticipated surplus of 38,000 at the end of 2015. No increase in dues is necessary at this time.
- C. Maintenance Report – Management
 - Management will meet with Jason to determine the location of drain locations that will require jetting.
- D. Lake Report – Stephanie Lee
 - It was requested that the lilies in the lake be removed or cut back by the vendor selected to perform work on the lake/pond.
 - A motion was made, seconded and carried to approve Aloha Pools bid to service and maintain the pump.
- E. Architectural Report – Board
 - Architectural Request – 76 Glen Lake – Orchid Green House – Approved with the condition that the green house will be removed when the homeowner moves out of the unit. The green house will be used solely for the purpose of growing orchids and not edibles.
 - Architectural Request – 23 Glen Lake – Windows- Approved with the condition that they match existing windows in the Association as to clear glass and cross panes. The Board requests that photographs of the proposed windows be submitted.
- F. Website- Ken Morley – none
- G. New Resident Report -Betty Lauretson – none.
- H. Community Committee – Lindsay Munoz – none.
- I. Landscape Committee – Pat Bradley
 - Jose has been notified of the updated Painting Project Schedule.

Item V Open Forum

- Management will contact PG&E to determine schedule of asphalt repair at Unit 38.
- A homeowner reported that the eucalyptus trees need to be trimmed.

Item VI Next Board of Directors Meeting

The Board of Directors meeting is scheduled for October 14, 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 4:57 PM.