

The Glen of Pacific Grove Homeowners Association
Board of Directors Meeting Minutes
July 13, 2016

Board Members

Al Munoz-Flores	President
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
Three Homeowners	

Item I Call to Order

The Board of Directors Meeting was called to order at 4:01 PM by President Al Munoz-Flores.

Item II Consent Agenda

A motion was made, seconded and carried to accept the Consent Agenda as follows:

- A. Minutes of the June 15, 2016 Board Meeting
- B. Work Order Summary & Correspondence Summary

Item III Action Items

- A. Board Appointment – A motion was made, seconded and carried to appoint Lindsay Munoz to the board as Member at Large.
- B. The board reviewed proposals from A & D Landscape and Peninsula Septic Tank Service for pumping sand and silt that has built up in the settling basin at the base of the waterfall. A motion was made, seconded and carried to approve the proposal from Peninsula Septic Tank Service (PSTS).
- C. Carriage Lighting – The board inspected a sample of a proposed light fixture. Stephanie will go to a local supplier of light fixtures, Buzby, to research alternative light fixtures. Tabled to a future meeting.

Item IV Committee Reports

- A. President's Report – Al reported that the 4th of July party was a success, with a larger attendance than the last year and noted that Lindsay and Patti Munoz did an excellent job of planning and organizing the celebration.
- B. Financial Report – The financials for period ending June 30, 2016 were reviewed. Terry Field reported that the 2017 Reserve Study is complete. A discussion ensued regarding dues. It was reported that dues have not been increased since 2007, and perhaps a 3% increase in dues according to the cost of living index 3% inflation rate, should be considered. It was noted that Reserves are 101% funded. It was concluded that an increase in dues is not necessary at this time.
- C. Maintenance Report – Management – "Private Property – No Trespassing – Violators Will Be Prosecuted" signs were reviewed. Upon further discussion, a motion was made, seconded and carried to purchase 5 aluminum signs that state "Private Property – No Trespassing"
- D. Lake Report – Stephanie Lee – It was noted that Sam Takemoto in Unit 32 may be a contact for fish when the lake/pond is ready.
- E. Architectural Report – No Report.
- F. Website – Ken Morley reported that he has been working with Neil Shea and Irina Boykova who will take over as webmasters.
- G. New Resident Report – Received via email, Betty reported that she greeted the new tenants in Unit 52.
- H. Community Committee – No Report.
- I. Landscape & Trees Committee – Stephanie Lee reported that the weeds on the hillside have not been removed. Management will issue a work order to Greenscapes. Stephanie has contacted Jose regarding the planting of a crab apple tree in memory of Pat Bradley. The board discussed the work done by Topes Tree Service. All anticipated work does not appear to be complete. A check for payment will be held by Management until released by the Board pending additional conversation, and walkthrough with Topes Tree Service and Dick Nutter.

Item V Open Forum

No items to report.

Item VI Next Board of Directors Meeting

The Board of Directors Meeting is scheduled for August 10, 2016 at 4:00 PM at the Forest Grove Clubhouse.

Item VII Adjournment

There being no further business before the board, the meeting adjourned at 5:10 PM.