

**The Glen of Pacific Grove Homeowners Association  
Board of Directors Meeting Minutes  
September 21, 2016**

**Board Members**

Al Munoz-Flores	President
Terry Field	Vice President/Treasurer
Stephanie Lee	Secretary
Candy Pollock	Director
Lindsay Munoz	Director

**Others Present**

Tim Dillon                      Access Association Services Inc.  
Three Homeowners

**Item I            Call 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 follows:

- A. Minutes of the August 10, 2016 Board Meeting
- B. Work Order Summary & Correspondence Summary

**Item III          Action Items**

- A. Discussion on Winter/Rain Preparation – Management confirmed that with the hydro jetting of the drains last winter, we should not need to jet them again this year. The board would like to have Jason review the locations and make recommendations if further cleaning is required.
- B. A motion was made, seconded and unanimously approved to have Commercial Gutter clean all gutters on the buildings and garages at a cost of \$3,050.00, to be charged to reserve. Management will also solicit a bid from Bay Area Gutter and contract with the low bid.

**Item IV          Committee Reports**

- A. President's Report – No formal report. Al did clarify that there is no current rule preventing residents from walking their pets over the bridge.
- B. Financial Report – The financials for period ending August 31, 2016
  - Terry reported that the landscape payment was not made to Greenscape for two months. However, allowing for that payment, the association is still under budget for the year to date and showing a net income of over \$6,000.
  - For the 2017 budget Terry recommended several changes to individual line items, however the recommendation of the committee is to keep the assessment for 2017 at \$310 per unit per month. The Board of Directors voted unanimously to approve as presented keeping the monthly assessment at \$310.00 per unit per month.
- C. Maintenance Report – Management – "No Trespassing" signs were delivered today to Jason for installation on the hillside behind the park.
- D. Lake Report – Stephanie
  - It was noted that after the algae cleaning this month, one of the three fountains was not working; Management will follow up with A&D Landscape. Also, the board would like to know if Aloha Pool can inspect and maintain the fountain each month when servicing the pump.
  - Dick has contacted Aquatic Environment to pursue the copper sulfate treatment for the lake and believes that this company may be a good resource for the future.

- E. Architectural Report – No report.
- F. Website – Neil Shea – No report.
- G. New Resident Report – Received via email; Betty reported no activity.
- H. Community Committee – Patti reported on the Book Exchange/Library and the committee recommends install near Unit 83, next to the bench. Anticipated cost is \$300 to \$400. Terry advised that this could be an operating expense charged to #7080.
- I. Landscape & Trees Committee – Stephanie
  - Management took photos of the trees planted by Greenscape noting that there remains confusion on the permit requirements. There are both Monterey Pine seedlings and larger five-gallon Monterey Cypress trees planted. Management will contact Greg to clarify.
  - Discussion on the planter for Unit 38 ensued; Management will contact Greg at Greenscape to install redwood planters (40"X11"X12) with ferns on each side of the entrance to the unit with wood chips to fill in around the planters as a base.

**Item V      Open Forum**

Linda Bell was present to discuss the condition of the lake and had provided information from Monterey County that was previously emailed to the Board of Directors. Linda also suggested that that local school may help provide trash pick up from around the gate that is primarily from the kids using the park.

**Item VI      Next Board of Directors Meeting**

The Board of Directors Meeting is scheduled for October 19, 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 5:05 PM.