

**The Glen of Pacific Grove Homeowners Association
Board of Directors Meeting Minutes
October 19, 2016**

Board Members

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

Others Present

Tanya Morgan 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 September 21, 2016 Board Meeting
- B. Work Order Summary & Correspondence Summary

Item III Action Items

A. Old/Other Business

- Gutter Cleaning Status Update – Management reported that a bid from Bay Area Gutter was requested but not received. Commercial Gutter has been notified of the approval of a one cleaning contract in the amount of \$3050. Management is working with Commercial Gutter for a date when service will be performed.
- Tree Replant Status – Management reported that contact had been made with Greg at Greenscapes and he stated that Monterey Pines were planted. The Board reported that they has requested Cypress Trees be planted and asked that Management follow up with the City to be sure that all requirements have been met.
- Lake Fountain Repair Update – Management reported that Bob from Aloha stated that the lake must be drained of water in order to fix the broken fountain. The Board requested that Management contact Bob at Aloha to see how much time is needed for the cement to dry when the fountain is repaired.
- Lending Library Kiosk Status – The Book Nook has been built and installed.
- Privacy Sign Posting Update – Management reported that Jason Post has installed the signs.

Item IV Committee Reports

- A. President's Report – Al Munoz-Flores reported that he will not be running for re-election to the Board in 2017. The Board thanked him for his excellent service to the Board and the community. In addition, Al reported that he had found some peculiar writings posted in the kiosk. They were removed and taken to the police where a Suspicious Circumstance Report was taken. The Police Department will provide extra patrols in the area.
- B. Financial Report – The financials for period ending September 21, 2016.
 - Terry reported that payments have not been made to Greenscapes for two months. Access Accounting Dept is working with Greenscapes to resolve. The nine month Profit & Loss Statement shows a surplus of \$14,547. The correct amount should be \$7663 when the payments to Greenscapes are made.

- C. Maintenance Report – It was reported that the vehicle entry gate is intermittently stuck in the open position. Management reported that a work order had been issued to CCOI to inspect and advise.
- D. Lake Report – Stephanie
 - A motion was made, seconded and carried to cancel the monthly services of A & D Landscape. Management will notify Donaldo.
 - A proposal was presented from Aquatic Environments for the management strategy of algae blooms in the lake. A motion was made, seconded and carried to approve the Nutrient Sampling Package Proposal.
- E. Architectural Report – Lindsay and Patti reported that the Book Nook has been built and installed.
- F. Website – Neil Shea – No report.
- G. New Resident Report – Received via email; Betty reported meeting the new homeowner at 46 Glen Lake. A request was made to reinstate the Resident Directory. After a brief discussion, a decision was made not to distribute the directory.
- H. Community Committee – Patti reported that the Committee is considering a Spring Garage Sale in April or May after the rainy season ends with advertising in the newspaper, Craig's List and signs in the community.
- I. Landscape & Trees Committee – Stephanie
 - It was reported that the planters were installed at 38 Glen Lake Drive as requested. Management will request that the planters all be stained the correct color.

Item V Open Forum

- Terry requested that the maximum number of renters be reviewed at the next meeting. Any changes that might be made will change the right of those who buy in the future.
- The Call for Nominations, balloting and annual meeting were discussed. The date for the Annual Meeting was set for December 14, 2016.

Item VI Next Board of Directors Meeting

The Board of Directors Meeting is scheduled for November 16, 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 5:20 PM.