

**The Glen of Pacific Grove Homeowners Association
Board of Directors Meeting Minutes
January 18, 2017**

Board Members

Stephanie Lee	President
Candace Pollock	Vice President
Terry Field	Treasurer
Lindsay Munoz	Secretary (absent)
Janine O'Brien	Director

Others Present

Tanya Morgan Access Association Services Inc.

Item I Call to Order

The Board of Directors Meeting was called to order at 4:05 PM by President, Stephanie Lee.

Item II Consent Agenda

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

- A. Minutes of the December 14, 2016 Board Meeting
- B. Correspondence & Work Order Summaries.

Item III Action Items

- A. Light Installation – The board discussed the installation of the exterior light fixtures. A motion was made, seconded and carried to approve the proposal from A & M Electric for the installation of 140 exterior lights. Management will work with A & M to notify the membership and schedule the installation of the lights.
- B. Rental Restriction / Rule Change – The Board discussed a possible rule change for rental restrictions for the association. A discussion ensued that such a rules change would only affect future homeowners. Management was directed to contact the association attorney to determine the approximate costs of a change to the rules.

Item IV Committee Reports

- A. President's Report – Stephanie Lee asked that the board packet be received and reviewed prior to the meeting.
- B. Financial Report – Terry Field reported a surplus at the end of the year 2016 of \$2,047 after \$10K was transferred to the Reserve account. The equity balance stated is \$41K. The Reserve Account at year end had no deficit or surplus and is 99% funded after the lighting project.
- C. Maintenance Report
 - Management reported that there is a flooding issue at Unit 46 which seems to be related to the pile up of leaves and mulch at Unit 48 patio. Jason has inspected and cleaned the area. A work order has been issued to Restoration Management for dry out services. The board discussed whether this is an insurance matter between the homeowners or the association responsibility.
 - Management reported that Aloha Pools will work on the fountain heads as soon as there is enough dry weather for the cement to dry.
- D. Lake Report – No Report.
- E. Architectural Report – No report.
- F. Website – Neil Shea – Neil reports that email updates provided by Betty have been received and input.
- G. New Resident Report – Betty – Received via email.
- H. Community Committee – No Report.

- I. Landscape Report – Janine will request a walk thru with the landscapers. It was reported that a mesh fence was erected at Unit 96 and 98 that does not allow the landscapers access to the common area. Management will send letters to homeowners.

Item V Open Forum

- None

Item VI Next Meeting Date:

Wednesday, February 15, 2017 at 4:00 pm at the Forest Grove HOA Clubhouse.

Item VII Adjournment

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