

**The Glen of Pacific Grove Homeowners Association
Board of Directors Meeting Minutes
May 17, 2017**

Board Members

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

Others Present

Tanya Morgan Access Association Services Inc.
3 homeowners

Item I Call to Order

The Board of Directors Meeting was called to order at 4:09 PM by President Stephanie Lee.

Item II Open Forum

- The resident of Unit 11 expressed her concern with the work done last year on her driveway and the neighboring driveway at Unit 13. The texture and color of the driveways do not match the existing. Management reported that the contractor that did the work last year, Tomas Mata, inspected the driveways and stated that with age the panels will more closely match. The resident and board were not in agreement with this evaluation and requested alternate proposals. Management reported that Reliable Paving will be scheduling an inspection in the next week. The resident of Unit 11 requested that Rider Paving also be consulted.
- The board discussed the recent newsletter produced by Diane Hardcastle and thanked her for her work. Future issues will be coming as needed.

Item III Consent Agenda

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

- A. Minutes of the April 19, 2017 Board Meeting
- B. Correspondence & Work Order Summaries

Item IV Action Items

- A. Old/Other Business
 - Storm Damage Repairs – Management reported that Jason is following up with the list of gutter repairs at Units 11, 13, 16, 19, 26, 84 and 86.
 - Security Concerns – The board discussed the cleaning of the pole light glass and replacement of bulbs.
 - Road & Driveway Issues – See Open Forum above.

Item V Committee Reports

- A. President's Report – No report.
- B. Financial Report – For period ending April 30, 2017 – No report.
- C. Maintenance Report – Details of the Work Order & Correspondence Summaries were reviewed.
- D. Lake Report – Stephanie reported that Ben from Aquatic Environments has turned off the fountains and that the Phoslock treatment for algae growth has been applied. A proposal from Aquatic Environments for monthly service at \$321 per month with additional visits at \$925 per visit was discussed and tabled to a future meeting.
- E. Architectural Report – No report.
- F. Website – Neil Shea – No report.
- G. New Resident Report – Betty – No report.
- H. Community Committee – Patti – Patti reported that the flyer for the July 4th event will be distributed in early June. The Garage Sale will be scheduled for September 2, 2017.
- I. Landscape Report – Candy – Via email Candy reported that Roundup will be used throughout the association in the coming weeks for weed abatement. A discussion followed regarding the safety of Roundup. The board advised that it finds that the product is safe for use. Also, an additional day of landscape service was requested for clearing of the hillside weeds. A motion was made, seconded and carried to approve not to exceed \$500.

Item VI Next Meeting Date

Wednesday, June 21, 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 5:05 PM.