

**The Glen of Pacific Grove Homeowners Association
Board of Directors Meeting Minutes
November 15, 2017**

Board Members

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

Others Present

Dina South Access Association Services Inc.
3 Members

Item I Call to Order

The Board of Directors Meeting was called to order at 4:02PM by President Stephanie Lee

Item II Ben Chen from Aquatic Environments

Ben was present to answer any questions and update the membership on the status of the lake.

Item III Consent Agenda

A motion made by Terry and second by Lindsay to approve to accept the Consent Agenda as follows:

- A. Minutes of the October 18, 2017 Board Meeting Minutes
- B. Correspondence & Work Order Summaries

Item III Action Items

- A. Old/Other Business
 - Rule Update – Terry made a motion, Lindsay second and carried to approve updating the rules to note that moving trucks over 30 feet are not permitted to enter the Association.
 - Confirm Fine Schedule – Terry made a motion, Stephanie second and carried to approve revising the fine scheduled. The membership will be notified in the next newsletter of the rule update as well as the rule change to be in effect 30 days from the date the newsletter was received.
 - Architectural Request Unit 48 – Tabled pending further information as a photo of the screen is needed.
 - Hydro Jet Storm Drains, fix two-way clean out and Hydro Jet to Clean 5 Large Storm Drains around HOA – Tabled.
 - Removal of Three Dead Pine Trees behind Unit 65 – Terry made a motion, Lindsay second to approve the removal pending verification that the trees are on the Associations property.
 - Architectural Request Unit 76 –Tabled at this time. A request to install a solar system has never been received and no policy is in place. Additionally, more information is needed. The Board will work on developing one and the request will be reviewed again at the January meeting.

Item IV Committee Reports

- A. President's Report – Stephanie reported that an Executive Session was held to approve Regency Management Group to take over management effective January 1, 2018.
 - Financial Report for October 2017– Terry reviewed and approved the October financials reporting that we have a surplus of \$10,000.00 year end to be moved to the Reserve Account.
 - Blanket Authorization to Record Notice of Delinquent Assessments – GPG025.
- B. Maintenance Report – Details of the Work Order & Correspondence Summaries reviewed.
- C. Lake Report – Stephanie noted that cleaning is no longer needed at this time. A&D Landscaping will be notified.
- D. Architectural Report – There was a discussion on whether or not the lattice work at unit 14 was following the proper guidelines. Lindsay confirmed that they were.
- E. Website – Neil Shea – To post October 2018 Minutes as approved.
New Resident Report – Betty reported since the last meeting she has welcomed 2 new residents and has updated the resident directory.

- F. Community Committee – Nothing to report at this time.
- G. Landscape Report – Nothing to report as Candy was absent.

Item V **Open Forum**

No discussion.

Item VI **Next Meeting Date**

There will be no December meeting. The Next meeting will be held on January 17th at the Forest Grove HOA Clubhouse.

Item VII **Adjournment**

There being no further business before the board, the meeting adjourned at 5:00PM.

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

Printed Name

Signature

Date