

**The Glen of Pacific Grove Homeowners Association**  
**24571 Silver Cloud Court Suite 101**  
**Monterey, CA 93940**  
**(831) 647-2442**

**Minutes**  
**Board of Directors Meeting**

The Board of Directors Meeting was held on April 18, 2018 at The Church of God, 1023 David Ave, Pacific Grove, CA. Stephanie Lee, President, called the meeting to order at 4:00 pm and a quorum was established.

The following Board members were present:

Stephanie Lee  
Candy Pollock  
Lindsay Munoz  
Terry Field  
Janine O'Brien

Regency Management Group:

Carolyn Donaway  
Jeff DeMers

Members Present:

Gary Brown  
Patti Munoz

**Officer Reports**

**President Report – Stephanie Lee, President**

Stephanie reported no specific issues since the last meeting.

**Secretary Report – Lindsay Munoz, Secretary**

Lindsay Munoz asked for comments on the Board meeting minutes from March 21, 2018. The Board approved the minutes as written.

**Motion:** Candy Pollock moved approval of the minutes from March 21, 2018, as written. Janine O'Brien seconded the motion. Motion carried.

**Treasurer Report – Terry Field, Treasurer**

Terry Field reported surplus for March was \$2126 and for the 3 months ending 3/31/2018 of \$1440. The monthly water bill is running more than the monthly bill for 2107 by about \$400 per month. The annual CPA Review and tax forms for 2017 have been completed showing a surplus of \$6371 for the year. It was noted that Board members are the only authorized signers on the Schwab Reserve Account. The Board members are not authorized to sign on the Operating Account with Union Bank. Board will be able to review the balances on the balance sheet for Union Bank Account with the copy of the monthly bank statement.

**Property Report**

Jeff DeMers updated the Board on the items in which he has been involved over the past month.

Signage – The Board asked Regency to order & install the proper signage for the entrance gate regarding entering the property at the driver's own risk. The signage has been installed.

Gutters/Drainage - Regency responded to a clogged gutter/downspout at #13. Regency cleared the gutter/downspout and found the drainage system toward the catch basin was clogged. Regency will clear the drainage.

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Tree Project – The tree project has been completed. The City of Pacific Grove requires eight (8) trees to be planted at the complex in order to finalize the permit.

Roof Leak – Unit #76 – Regency investigated a reported roof leak at unit #76. The repair will require a section of the roof to be repaired and re-roofed. Regency estimated a cost of \$850.00 to repair (includes labor & materials). The Board asked Regency to contact Williams Roofing to repair if under warranty.

**New Business**

Gate Upgrade – The Board will discuss this item at the May meeting when we hope to have more information about the cause and cost of the latest repair.

Seagull Issues – The Board discussed the options to control the seagull nuisance; a falconer, shiny streamers and spikes on the chimneys. The Board decided to try the falconer and Janine O'Brien volunteered to make contact and set up a meeting with the falconer.

Insurance Renewal – Regency had their preferred insurance broker quote the renewal policy for the Glen. The broker found several issues with the current coverage and policies. Regency recommended changing insurance brokers, renewing the existing policy with Travelers and the new broker would re-organize and correct the coverage issues.

**Motion:** Janine O'Brien moved approval of changing The Glen's insurance broker to Socher Insurance effective immediately. Terry Field seconded the motion. Motion carried.

**Committee Reports**

**Architectural/Design Review – Board of Directors**

Architectural Change Applications:

#88– Garage Repair – The owner has completed the repairs.

The Board accepted all written committee reports from the committee chairs or members.

**Board Member Comments**

The Board will be cleaning out the shed by the tennis court; disposing of old boxes, etc. The Board discussed the issue with the resident riding a razor scooter; this isn't against the rules.

The landscapers will be spraying on April 23<sup>rd</sup> and April 25<sup>th</sup>. The landscape contractor will post notices.

**Open Session for Members**

The members asked where the new trees would be planted. The landscapers will select the best location for the planting.

Items for the Next Meeting

Gate System Upgrade

Insurance Renewal – Changes in Coverage

The next Board meeting will be held on May 16, 2018 at 4:00 pm.

Stephanie Lee adjourned the meeting at 5:05 pm.

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Recorder

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Date