

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 September 19, 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
Jackson Chih
Lindsay Munoz
Terry Field
Janine O'Brien

Regency Management Group:

Carolyn Donaway
Jeff DeMers
Liane Cunningham
Amber Grijalva

Members Present:

Diane Hardcastle
Patti Munoz
Peter Hashim
Ann Elkin

Officer Reports

President Report – Stephanie Lee, President

Stephanie thanked the other Board members for their participation in remedying several concerns and issues which arose since the last Board meeting.

Secretary Report – Lindsay Munoz, Secretary

Lindsay Munoz asked for comments on the Board meeting minutes from August 15, 2018. The Board approved the minutes as written.

Motion: Terry Field moved approval of the minutes from August 15, 2018, as written. Janine O'Brien seconded the motion. Motion carried.

Treasurer Report – Terry Field, Treasurer

Terry Field reported a surplus for August of \$70.67. The figure was low because of \$1970 expense for Section 1 termite report for Unit #50. The surplus for the eight months ending August 31st was \$4456. The water bill was reviewed with Cal American Water with an on-site visit and it was determined that the increase in expense for this year was due to rate increases rather than an increase in usage.

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A preliminary review of the budget for 2019 would indicate that an increase in monthly assessment for 2019 will not be necessary.

Property Report

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

Re-painting of Metal Gates – The re-painting of the two (2) entry swing gates has been completed by McLaughlin Painting.

Sycamore Trees – Regency inspected two (2) sycamore trees by units 32 and 33, based on a report the trees were in distress. They do not appear to be in distress, but rather to be going into the Fall season. Regency will re-inspect in Spring.

Tree Permit – Regency finalized the permit from the tree project and it is officially closed.

Unfinished Business

Termite Reports – #80 – Regency informed the Board that Casner Exterminating has been scheduled for the termite treatment and Regency will repair the gutters.

New Business

Tree Project – The Board discussed the need for another tree project. There are about eight (8) or nine (9) trees that need to be removed immediately. The Board requested Regency contact Canyon Tree Service and obtain a bid for the tree project.

Lake Pump and Equipment – Aloha Pool Service performed their quarterly inspection. During the inspection, they found a problem with the pump. The existing motor needed to be replaced. Aloha Pool Service provided a proposal to replace the existing motor and have the one that is starting to make noise sent out and rebuilt in the amount of \$975.

Motion: Terry Field moved approval of the proposal from Aloha Pool Service in the amount of \$975. Jackson Chih seconded the motion. Motion carried.

Removal of Algae – Regency obtained a bid from Smith & Enright Landscaping to clean and remove the algae from the lake.

Motion: Terry Field moved approval of the estimate in the amount of \$1,400 from Smith & Enright Landscaping. Janine O'Brien seconded the motion. Motion carried.

Inspector of Election – The Board appointed Regency Management Group as the Inspector of Elections should there be a ballot for the Board of Directors.

Motion: Terry Field moved approval of appointment Regency Management Group as the Inspector of Elections. Janine O'Brien seconded the motion. Motion carried.

Landscaping – Roundup Spraying – Landscapers will no longer be using roundup and are currently looking for another product.

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Call Gate Procedure – The Board discussed the need to upgrade the security gate system.

Committee Reports

Architectural/Design Review – Board of Directors

Architectural Change Applications:

#16 – Extend the patio – Conditional Approved

Motion: Lindsay Munoz moved conditional approval of the unit #16 application to extend the patio. Terry Field seconded the motion. Motion carried.

#46 – Replace Single Pane Windows – Conditional Approved

Motion: Terry Field moved conditional approval of the unit #42 application to replace their windows. Janine O'Brien seconded the motion. Motion carried.

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

Board Member Comments

The Board discussed the recent section 1 termite work which has taken place at the Glen. The Board approved a resolution which would require owners to use Cypress Termite for inspection of the unit. Cypress Termite will treat the termites and will make necessary repairs. Regency would provide any touch up painting necessary.

Open Session for Members

The members present had concerns regarding spider webs on the brown fence and issues with various trees. The homeowners also requested having the monthly newsletter return.

Items for the Next Meeting

2019 Budget

Gate System Replacement

The next Board meeting will be held on October 17, 2018 at 4:00 pm.

Stephanie Lee adjourned the meeting at 5:15 pm.

Recorder

Date