

**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 November 14, 2018 at The Church of God, 1023 David Ave, Pacific Grove, CA. Stephanie Lee, President, called the meeting to order at 4:05 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
Aaron Button
Jesus Gastelum

Members Present:

John & Barbara Wesley
Patti Munoz
Glen & Marce Grossman
Lorraine Giannini

Election of Officers

President – Stephanie Lee
Vice President – Jackson Chih
Secretary – Lindsey Munoz
Treasurer – Terry Field
Director at Large – Janine O'Brien

Officer Reports

President Report – Stephanie Lee, President

Stephanie suggested coming up with a perpetuation plan for new Board members in the future.

Secretary Report – Lindsay Munoz, Secretary

Lindsay Munoz asked for comments on the Board meeting minutes from October 17, 2018 and the Annual Membership meeting on November 15, 2017. The Board approved the minutes as written.

Motion: Janine O'Brien moved approval of the minutes from October 17, 2018 and the Annual Membership meeting on November 15, 2017, as written. Terry Field seconded the motion. Motion carried.

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Treasurer Report – Terry Field, Treasurer

Terry Field reported an Operating Deficit for October 31, 2018 in the amount of \$1,831.00 and a surplus for the 10 months ending October 31, 2018 in the amount of \$3,816.00.

Property Report

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

Unit 110 Leak – Regency and Jose have been digging to try and determine where the leak is coming from, however the leak source hasn't been discovered. Regency will have the contractor camera the line when the annual hydro jetting takes place.

Hydro Jetting – Regency has tried on several occasions to schedule the annual hydro jetting with RK Wilson without success. As a result, Regency will obtain a quote and schedule the work with another contractor.

Gutter Cleaning – Joe's Window Cleaning has completed the annual gutter cleaning.

Tree Removal – Regency has obtained the permit for the tree removal project. This permit has been approved pending the arborist report.

Roof Repairs – Regency responded to a roof leak at unit 76 in April 2018. Regency met with Williams Roofing, the contractor who installed the roof as this should have been a warranty issue. Williams Roofing determined a repair wasn't necessary. However, to insure another leak doesn't occur Regency's roofer made the necessary repair. The owner reported dry rot around the windows and a stain on the ceiling in the dining room. The Board asked Regency to inspect and prepare an estimate for the repairs of the dry rot and the painting of the ceiling.

Lattice – Regency received a report regarding lattice by unit 7 in need of repairs. The Board asked Regency to inspect and make the necessary repairs.

Unfinished Business

Termite Reports – The Board asked Regency to send out a notice clarifying the termite resolution that the Board approved in September.

Security Gate Upgrade – Regency has ordered the gate remotes and is currently working with CCOI Gate & Fence to program the directory. The Board informed Regency that they would like resident names to be displayed as opposed to the unit numbers.

New Business

Mountain Lion – There was a mountain lion sighting on Halloween and a resident contacted Fish and Game to see if the animal can be trapped. Fish and Game informed them that the trapper they hired does not trap mountain lions but was willing to set up a camera to monitor how often the mountain lion is sited on the property. The Board agreed to have the camera installed.

Potential Drug Issues – A resident claimed to have witnessed a drug deal take place outside of the gate. The Board advised the resident that the incident was on City property, so concerns should be reported to the police.

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Committee Reports

Architectural/Design Review – Board of Directors

Architectural Change Applications:

#21 – Paver & Patio Tile – Conditionally Approved

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

Board Member Comments

There will be no Board of Directors meeting in December.

Open Session for Members

The members present had questions regarding fire pits, pumps not working, and tree removal/replacement.

Items for the Next Meeting

Gate System Upgrade – Update

The next Board meeting will be held on January 16, 2019 at 4:00 pm.

Stephanie Lee adjourned the meeting at 5:00 pm.

Recorder

Date