

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 August 21, 2019 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

Al Munoz-Flores

Terry Field

Lindsay Munoz

Absent: Jackson Chih

Regency Management Group:

Jeff DeMers

Liane Cunningham

Carolyn Donaway

Members Present:

Patti Munoz

Diane Hardcastle

Officer Reports

President Report – Stephanie Lee, President

Stephanie thanked the Board, committee members and Regency for all their hard work, especially Patti Munoz on the landscaping committee.

Secretary Report – Lindsay Munoz, Secretary

Lindsay Munoz asked for comments on the Board meeting minutes from July 17, 2019. The Board approved the minutes as written.

Motion: Al Munoz-Flores moved approval of the minutes from July 17, 2019, as written. Terry Field seconded the motion. Motion carried.

Executive Session – July 17, 2019 – Update – The Board discussed accounts receivables and contract issues.

Treasurer Report – Terry Field, Treasurer

Terry Field reported a deficit of \$108 for the month of July operating statement and a surplus of \$8395 for the seven (7) months ending July 31. The annual study by Association Reserves, a national reserve advisory service, shows a 93.9% “Fully Funded percentage”. The Board of Directors has received a Certificate of Recognition for the past 7 straight years for “excellent financial management.” Terry Field

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noted that the monthly assessment fee has only been increased once in the past 11 years and is not expected to be increased for 2020.

Financial Statement Review – Each Board member present confirmed that they have reviewed the July 31, 2019 financial statements.

Property Report

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

Lake Vegetation Removal – Regency met with Solitude Lake regarding the scope of work for the lake project. Work will begin August 26, 2019 and will take four (4) days to complete. Solitude Lake recommends the lake pump remain operational twenty-four (24) hours a day until the work is completed.

Roof Maintenance Project – The Board discussed the findings of the roof maintenance project that took place a few months ago and approved Regency's proposal for dry rot repairs.

Motion: Lindsay moved approval of Regency's proposal for dry rot repairs in the amount of \$6,710.00. Terry Field seconded the motion. Motion carried.

Seagull Nests – Regency will be installing bird spikes on the roof between units #26 and #30.

Light Sensor – Regency has cleaned the light sensor.

Drain Behind Retaining Wall – At a previous meeting, the Board discussed and approved work to be done on the drainage behind unit #65 by Greenscape. However, Greenscape informed Patti Munoz the project is bigger than they expected and would not be able to complete the work in conjunction with their regular work. It would be a separate and distinct bill. It was reported that Granite Rock Construction had previously installed the drains years ago and the Board asked Regency to call Granite Construction Rock to have them provide a bid for the drainage project.

Unfinished Business

CC&R Amendment – Rental & Smoking Restrictions – Regency updated the Board regarding the CC&R Amendment ballots, which were mailed to the membership for voting.

New Business

None.

Committee Reports

Architectural/Design Review – Board of Directors

Architectural Change Applications:

#34 – Replace Chimney Cap – Conditionally Approved

#40 – Install Railing on Back Patio – Requested More Information

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

Board Member Comments

The Board had concerns about ongoing parking issues. The Board also instructed Regency to obtain at least two (2) bids when a project is over \$5,000.00.

Open Session for Members

The members present had comments and concerns regarding landscaping.

Items for the Next Meeting:

Financial Statement Review

CC&R Amendments – Rental & Smoking Restrictions – Ballot

Drain Behind Retaining Wall

Rules & Regulation Revision – Parking & Vehicles

The next Board meeting will be held on September 18, 2019 at 4:00 pm.

Stephanie Lee adjourned the meeting to executive session where the Board discussed delinquencies, contract issues and infractions at 5:10 pm.

Recorder

Date