

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 February 19, 2020, 2020 at The Church of God, 1023 David Ave, Pacific Grove, CA. Glen Grossman, President, called the meeting to order at 4:00 pm and a quorum was established.

The following Board members were present:

Jackson Chih

Lindsay Munoz

Glen Grossman

Absent: Al Munoz-Flores

Regency Management Group:

Jeff DeMers

Carolyn Donaway

Liane Cunningham

Members Present:

Patti Munoz Janine O'Brien

Lorraine Giannini Jesalee LaPatra

Officer Reports

President Report – Glen Grossman, President

Glen has asked that this item be removed from the agenda.

Secretary Report – Lindsay Munoz, Secretary

Lindsay Munoz asked for comments on the Board meeting minutes from January 15, 2020. The Board approved the minutes as written.

Motion: Lindsay Munoz moved approval of the minutes from January 15, 2020, as written. Glen Grossman seconded the motion. Motion carried.

Treasurer Report – Jackson Chih, Treasurer

Carolyn Donaway provided a report of the financial condition of the Association as of January 31, 2020

Operating Fund

Balance Sheet - Operating

- Cash in Bank
 - Alliance Bank - \$48,230.85
- Account Receivable net amount of \$681.99

Income Statement - Operating

- Revenue - Total operating revenue billed for the month was \$12,754.41.
- Expenses – The total operating expenses for the month were \$9,506.26, resulting in a year to date operating fund excess of \$3,248.15.

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Reserve Fund

Balance Sheet - Reserve

- Cash in the Reserve Fund - \$495,253.90
 - Charles Schwab (Reserve) – \$55,253.90
 - Wells Fargo CD (Reserve) - \$100,000.00
 - Discovery CD (Reserve) - \$40,000.00
 - Harris Bank CD (Reserve) - \$100,000.00
 - Customers Bank CD (Reserve) - \$100,000.00
 - Texas Capital Bank CD (Reserve) - \$100,000.00

Income Statement - Reserve

- Revenue – Total reserve revenue for the year is \$6,748.98.

Motion: Jackson Chih moved receipt of the January 31, 2020 financial statements. Lindsay Munoz seconded the motion. Motion carried.

Financial Statement Review – Each Board member present confirmed that they have reviewed the January 2020 financial statements.

Property Report

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

Gutter Cleaning – Joe’s Window Cleaning has completed the semi-annual gutter cleaning on Thursday, February 13, 2020. Regency will be scheduling the next gutter cleaning September 2020.

Lake Testing– Regency met with Solitude Lake Management for the quarterly visit. During this visit, they tested the lake water and reported that the testing was normal.

Pedestrian Gate – Regency received a report that the pedestrian gate was not locking properly and went to investigate this issue. Upon arrival, Regency tested the lock and no issues were found.

Unfinished Business

2020 Budget Adjustment/Landscape – The landscape committee reported to the Board that at this time, there is no need for an adjustment. This item will be removed from the agenda.

Tennis Court Repairs – Survey – The Board reviewed the draft survey for the tennis court and has requested that the survey be sent to the membership for their input.

New Business

Raccoons – The Board discussed the recent siting of raccoons under the bridge. At this point no action will be taken.

Architectural Control Committee – The Board would like to establish an Architectural Control Committee and has asked Regency to send a notice to the membership asking for volunteers.

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Mailboxes – At the last meeting, the Board asked Regency to investigate replacing the mailboxes. Currently there are four (4) 15-slot mailboxes. Regency is proposing installing four (4) 16-slot mailboxes. This project will be discussed further at the next meeting.

Rules & Regulations Revision – Fine Schedule – The Board discussed revising their fine schedule from \$250.00 per occurrence to \$50.00 per occurrence per their Covenants Conditions and Restrictions (CC&Rs).

Committee Reports

Architectural/Design Review – Board of Directors

Architectural Change Applications: None

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

Board Member Comments

None

Open Session for Members

The members present had concerns regarding residents feeding the wildlife, fallen branches and the pedestrian gate being left ajar on several occasions.

Items for the Next Meeting:

Financial Statement Review

Tennis Court Repairs - Survey

Mailboxes

Rules & Regulations Revision – Fine Schedule

The next Board meeting will be held on March 18, 2020 at 4:00 pm.

Glen Grossman adjourned the meeting at 5:10 pm.

Recorder

Date