

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 June 17, 2020 via Zoom Video Conference Call. 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
Diane Hardcastle
Janine O'Brien

Regency Management Group:

Jeff DeMers
Liane Cunningham

Members Present:

Neil Shea
Patti Munoz

Officer Reports

Presidents Report – Glen Grossman

None

Secretary Report – Lindsay Munoz, Secretary

Lindsay Munoz asked for comments on the Board meeting minutes from May 20, 2020 and the Executive Session minutes from June 5, 2020. The Board approved the minutes as written.

Motion: Glen Grossman moved approval of the Board of Director minutes from May 20, 2020 and the Executive Session minutes from June 5, 2020, as written. Diane Hardcastle seconded the motion. Motion carried.

Executive Session Update – May 20, 2020 – The Board discussed rule violations.

Executive Session Update – June 5, 2020 – The Board discussed safety concerns within the property.

Treasurer Report – Jackson Chih, Treasurer

Liane Cunningham provided a report of the Association's financial condition as of May 31, 2020.

Operating Fund

Balance Sheet - Operating

- Cash in Bank
 - Alliance Bank - \$32,784.27
- Account Receivable net amount of \$1,002.01

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Income Statement - Operating

- Revenue - Total operating revenue billed for the month was \$12,695.77.
- Expenses – The total operating expenses for the month were \$10,898.57, resulting in a year to date operating fund excess of \$7,793.33.

Reserve Fund

Balance Sheet - Reserve

- Cash in the Reserve Fund - \$523,638.70
 - Charles Schwab (Reserve) – \$83,638.70
 - 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 \$35,133.78.

Financial Statement Review – Each Board member with the exception of Glen Grossman confirmed they have reviewed the May 31, 2020 financial statements.

Property Report

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

Tree Removal Project – Regency met with Canyon Tree Service and Topes Tree Service at the request of the Landscape Committee regarding the removal of two (2) dead trees located on each side of the river. Canyon Tree Service provided an estimate in the amount of \$1,600.00 and Topes Tree Service provided an estimate in the amount of \$1,500.00. During the site visit with Topes Tree Service, there were two (2) additional trees that were identified that needed to be trimmed and/or removed. Topes Tree Service can provide this service for an additional \$500.00 totaling \$2,000.00.

Motion: Glen Grossman moved approval of the estimates provided by Topes Tree Service in the amount of \$2,000.00. Diane Hardcastle seconded the motion. Motion carried.

Unfinished Business

Mailboxes – Update – Regency will be sending a notice to the membership regarding the replacement of the mailboxes and requesting mailing addresses so Regency can provide the three (3) new mailbox keys to each member. The replacement is expected to be completed the end of July.

Rules & Regulations Revision – Fine Schedule – The Board reviewed the revised rules & regulations regarding the fine schedule which had been send to the members for the required twenty-eight (28) day review.

Motion: Glen Grossman moved approval of the Fine Schedule revision. Diane Hardcastle seconded the motion. Motion carried.

Security Cameras – This will be discussed at the next meeting.

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Election Rules – This will be discussed at the next meeting.

New Business

Use of Guest Parking – The Board discussed the use of guest parking by contractors and gardeners. At this point no action will be taken and this item will be removed from the agenda.

Tennis Court Repairs – The Board discussed the two (2) bids presented to refurbish the tennis court. All the estimates included the striping for pickleball. After much discussion, the Board approved the bid submitted by Saviano Company, Inc.

Motion: Glen Grossman moved approval of the bid from Saviano Company, Inc in the amount of \$10,800.00. Jackson Chih seconded the motion. Motion carried.

Mailbox Repairs – Purchase of Base Only – The Board ratified their previous decision to purchase a base for the mailbox near 110 Glen Lake Drive in the amount of \$176.80. The replacement of the base will provide a needed repair until the new mailboxes are installed.

Motion: Glen Grossman moved approval of the purchase of a base of the mailbox near 110 Glen Lake Drive at a cost of \$176.80. Janine O'Brien seconded the motion. Motion carried.

Committee Reports

Architectural/Design Review – Board of Directors

Architectural Change Applications:

#34 – Resurface Patio – Conditionally Approved

#46 – Plumbing Work – Conditionally Approved

Appoint Committee Members – The Board discussed the establishment of an Architectural Control Committee. At this time, the Board of Directors will continue to provide the architectural control committee duties and this item will be removed from the agenda.

The Board accepted all written committee reports from the committee chairs or members. The Landscape Committee and New Resident Committee submitted a written report this month.

Board Member Comments

The Board members would like to remind homeowners to wait until the Open Session to address their issues and/or make comments.

Open Session for Members

The members present expressed their appreciation of the Board of Directors and Regency Management Group. They also mentioned how great the landscape is looking.

Items for the Next Meeting:

Financial Statement Review

Tennis Court Repairs - Update

Mailboxes – Update

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Reserve Study
Inspector of Elections
Backwater Valve
Election Rules
Security Cameras
Lake Maintenance

The next Board meeting will be held on July 15, 2020 at 4:00 pm.

Glen Grossman adjourned the meeting at 5:13 pm.

Recorder

Date