

**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 October 22, 2020 via Zoom Video Conference Call. The meeting was called to order at 3:00 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:

Lisa Schonbrun	Ann Elkin	Robin Crandell	Al Munoz-Flores
Patti Munoz	Vanessa Toureau	Jesalee Lapatra	

**Officer Reports**

**Presidents Report – Glen Grossman**

Glen Grossman reminded all non-Board members to hold their comments and questions until the Open Session of the meeting.

**Secretary Report – Lindsay Munoz, Secretary**

Lindsay Munoz asked for comments on the Board meeting minutes from September 16, 2020. The Board approved the minutes as written.

**Motion:** Glen Grossman moved approval of the Board of Director minutes from September 16, 2020, as written. Janine O'Brien seconded the motion. Motion carried.

**Treasurer Report – Jackson Chih, Treasurer**

Liane Cunningham provided a report of the Association's financial condition as of September 30, 2020.

**Operating Fund**

**Balance Sheet - Operating**

- Cash in Bank
  - Alliance Bank - \$5,892.66
- Account Receivable net amount of \$2,282.04

**Income Statement - Operating**

- Revenue - Total operating revenue billed for the month was \$12,694.59.
- Expenses – The total operating expenses for the month were \$12,948.22, resulting in a year to date operating fund excess of \$8,329.49.

**The Glen of Pacific Grove Homeowners Association**  
**24571 Silver Cloud Court Suite 101**  
**Monterey, CA 93940**  
**(831) 647-2442**

**Reserve Fund**

**Balance Sheet - Reserve**

- Cash in the Reserve Fund - \$550,937.14
  - Charles Schwab (Reserve) – \$75,937.14
  - Harris Bank CD (Reserve) - \$100,000.00
  - Customers Bank CD (Reserve) - \$100,000.00
  - Texas Capital Bank CD (Reserve) - \$100,000.00
  - Bank of Tiog CD (Reserve) - \$75,000.00
  - Fidelity Bank CD (Reserve) - \$100,000.00

**Income Statement - Reserve**

- Revenue – Total reserve revenue for the year is \$62,432.22.
- Expenses – Total reserve expenses for the year are \$23,810.47 resulting in a year to date excess of \$38,621.75.

Financial Statement Review – Each Board member confirmed they have reviewed the September 30, 2020 financial statements.

**Property Report**

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

Irrigation Leak – Regency received a report of an irrigation leak under the driveway of #5 and reported that the water has been turned off until the repairs can be made. The Board discussed the two (2) bids that were provided to make the repairs. After discussion, the Board approved Greenscapes California, Inc. to make the repairs.

**Motion:** Glen Grossman moved approval of the bid provided by Greenscapes California, Inc not to exceed \$3,800.00. Lindsay Munoz seconded the motion. Motion carried.

Gutter Cleaning – Regency informed the Board that the semi-annual gutter cleaning is scheduled for Wednesday, November 4, 2020.

Roof Moss – There have been reports of green moss growing on the roof. Regency provided two (2) options to help with the situation.

Option #1: Spray the roofs and this can be done by Regency at a price of \$250.00 per house.

Option #2: Install zinc strips on the upper roofs and this will need to be done by a contractor.

After discussion, the Board asked Regency if this can just be done on the roofs that need them and if a price would be provided at the next meeting.

**Lake**

The Board discussed the upcoming lake dredging project. Regency informed the Board that Solitude Lake Management will begin dredging the lake the week on October 26, 2020. The Board asked Regency to send a notice to the membership to inform them that there might be a foul smell the first few days and discoloration.

**The Glen of Pacific Grove Homeowners Association**  
**24571 Silver Cloud Court Suite 101**  
**Monterey, CA 93940**  
**(831) 647-2442**

**Unfinished Business**

Mailboxes – Update – Regency informed the Board that the mailboxes have been installed and will be repairing the kiosk next week.

**New Business**

Architectural Change Applications: None

Tennis Court Signage – The Board discussed ordering a sign for the tennis court that states “Court is for playing tennis and pickleball only”. After discussion, the Board authorized Regency to order a sign.

**Motion:** Glen Grossman moved approval of Regency ordering a tennis court sign. Janine O’Brien seconded the motion. Motion carried.

2021 Budget/Reserve Study – The Board discussed the proposed 2021 budget and reserve study.

**Motion:** Glen Grossman moved approval of the 2021 budget and reserve study with an increase to the monthly dues from \$320.00 to \$380.00. Janine O’Brien seconded the motion. Motion carried.

Lake Solitude Contract – This will be discussed in Executive Session.

**Committee Reports**

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**

None

**Open Session for Members**

The members present had questions regarding the tennis court, landscaping and Board meeting set day/time.

Items for the Next Meeting:

Financial Statement Review

Lake Maintenance

Property Survey

Gifting Property

Rock Project

Board Policy on Replacing Keys

Convex Mirrors

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

Glen Grossman adjourned the meeting to Executive Session at 4:10 pm.

**The Glen of Pacific Grove Homeowners Association**  
**24571 Silver Cloud Court Suite 101**  
**Monterey, CA 93940**  
**(831) 647-2442**

---

Recorder

Date