

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 17, 2021 via Zoom Video Conference Call. The meeting was called to order at 4:00 pm and a quorum was established.

The following Board members were present:

Lindsay Munoz
Glen Grossman
Rob Crandell
Janine O'Brien
Absent: Jackson Chih

Regency Management Group:

Jeff DeMers
Carolyn Donaway
Liane Cunningham

Members Present:

Patti Munoz	Al Munoz-Flores	Jeffrie Price
Jesalee LaPatra	Sheila Munoz-Flores	Vanessa Toureau
Lisa Schonbrun	Tony Hoang	Neil Shea
Marc Schonbrun	Lorraine Giannini	

Other Guests:

Maria Fajardo, Socher Insurance

Insurance Presentation on BBQ Restrictions

Maria Fajardo from Socher Insurance was present to explain the BBQ restriction that insurance companies are requiring in order to bind coverage. Most insurance companies will not bind coverage if Boards do not either adopt a rule that requires all BBQs to be ten (10) feet from the building and if that is not feasible, then Boards must restrict BBQs all together. After discussion, Maria will obtain two (2) bids; one (1) from a non-admitted carrier and another from an admitted carrier. If the Board approves the non-admitted carrier, they need to understand that the premiums will be higher, but there will not be any BBQ restrictions needed.

Officers Reports

Presidents Report – Glen Grossman, President

Glen Grossman reported that the meeting was being recorded for preparation of minutes and will be deleted afterwards.

Secretary Report – Lindsay Munoz, Secretary

Lindsay Munoz asked for comments on the Board meeting minutes from January 20, 2021.

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Motion: Glen Grossman moved approval of the Board meeting minutes from January 20, 2021, as written. Janine O'Brien seconded the motion. Motion carried. Janine O'Brien abstained.

Executive Session Update – January 20, 2021 – The Board discussed the lattice repairs.

Treasurer Report – Jackson Chih, Treasurer

Liane Cunningham provided a report of the Association's financial condition as of January 31, 2021.

Operating Fund

Balance Sheet - Operating

- Cash in Bank
 - Alliance Bank - \$10,703.60
- Account Receivable net amount of \$1,449.00

Income Statement - Operating

- Revenue - Total operating revenue billed for the month was \$14,039.66.
- Expenses – The total operating expenses for the month were \$13,798.44, resulting in a year-to-date operating fund excess of \$241.22.

Reserve Fund

Balance Sheet - Reserve

- Cash in the Reserve Fund - \$541,578.38
 - Charles Schwab (Reserve) – \$241,578.38
 - Fidelity Bank CD (Reserve) - \$100,000.00
 - Beal Bank CD (Reserve) - \$200,000.00

Income Statement - Reserve

- Revenue – Total reserve revenue for the year is \$6,962.97.
- Expenses – Total reserve expenses for the year are \$585.00 resulting in a year-to-date excess of \$6,377.97.

Financial Statement Review – Each Board member with the exception of Glen Grossman confirmed that they have reviewed the January 31, 2021 financial statements.

Bill Pay Service – The Board discussed the processing of invoices and checks via a bill pay system, AvidXChange Strongroom. This process will allow the Treasurer to view and approve the invoices for payment online. A check is issued to the vendor after the Treasurer's approval. The Treasurer will no longer need to sign the physical check, which will save time and postage. Regency will no longer need to mail physical checks and check stock will no longer be needed eliminating the need for additional check stock orders. The price for this service will be approximately \$25.00 per month.

Motion: Glen Grossman moved approval to accept the online bill pay service provided by Regency from AvidXChange Strongroom authorizing the Treasurer to approve invoices each month before payment via the online service. Rob Crandell seconded the motion. Motion carried.

Lake

The Board discussed the service history report provide by Solitude Lake Management.

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Unfinished Business

Lattice Repairs – The Board discussed the lattice repair survey. After discussion, the Board authorized Regency to obtain a legal opinion on whose responsibility it is to maintain the lattices in the community.

Motion: Glen Grossman moved approval of Regency obtaining a legal opinion at a price not to exceed \$1,000.00. Lindsay Munoz seconded the motion. Motion carried.

Property Survey – The Board discussed the estimate provided by Polaris Consulting to conduct a property survey of The Glen of Pacific Grove. After discussion, the Board approved the project.

Motion: Glen Grossman moved approval authorizing Polaris Consulting to conduct a property survey of The Glen of Pacific Grove at a price not to exceed \$13,000.00. Janine O'Brien seconded the motion. Motion carried.

Speed Bumps/Sealcoat – The Board discussed the three (3) estimates presented to install two (2) speed bumps and sealcoat the roadways. After discussion, the Board approved the estimate provided by Black Diamond Paving.

Motion: Glen Grossman moved approval the estimate provided by Black Diamond with the two (2) day option for the speed bumps and the sealcoat at a price of \$16,809.00. Rob Crandell seconded the motion. Motion carried.

Convex Mirror – This item will be discussed at the next meeting,

Attorney Questionnaire – The Board discussed the questionnaire that was provided by the attorney working on the rewrite of the Governing Documents.

New Business

Architectural Change Applications:

#58 – Freyeisen – Install Hot Tub - Denied

Rules & Regulations Revision – The Board discussed revising the Rules & Regulations. After discussion, the Board decided that no revision was needed at the time and the item will be removed from the agenda.

Board Meeting Recordings – This item was covered in the Presidents Report.

Tree Removal – The Board discussed the request from a non-Glen resident to have tree branches trimmed from a tree that is on The Glen's property in which the resident stated was affecting her property. After discussion, the Board decided to take no action until after the property survey has been completed.

Street Lamp Cleaning – The Board discussed the need to have the street lamps cleaned when the weather permits. After discussion, the Board approved having the street lamps cleaned by Jeff Hobbs.

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Motion: Glen Grossman moved approval of Jeff Hobbs cleaning the street lamps at a price not to exceed \$500.00. Lindsay Munoz seconded the motion. Motion carried.

No Parking Signs – Regency informed the Board that after that last storm, three (3) No Parking Signs had fallen down, and they have been re-installed with new posts.

Motus Earthquake Insurance – This item will be discussed at the next meeting.

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

The members present had questions regarding the street lamp cleaning and the insurance renewal.

Items for the Next Meeting:

Financial Statement Review

Lake Maintenance

Lattice Repairs

Convex Mirrors

Motus Earthquake Insurance

The next Board meeting will be held on March 17, 2021 at 4:00 pm.

Glen Grossman adjourned the meeting at 5:50 pm.

Recorder

Date