

**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 16, 2022, via Zoom Video Conference Call and viewing was made available to members at the Regency office located at 24571 Silver Cloud Court Suite 101, Monterey, CA. The meeting was called to order at 5:00 pm and a quorum was established.

The following Board members were present:

Lindsay Munoz  
Glen Grossman  
Jackson Chih  
Rob Crandell  
Marc Schonbrun

Regency Management Group:  
Liane Cunningham

Members Present:

Patti Munoz	Lisa Schonbrun	Erik Jansen
Stephanie Lee	Lorraine Giannini	Karen Kessler
David Pellarin	Vanessa Toureau	Neil Shea
Irena Shea	Sheila Munoz-Flores	Al Munoz-Flores

**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 November 17, 2021, December Emergency Board meeting and January 19, 2022 Board meeting minutes.

**Motion:** Lindsay Munoz moved approval of the Board meeting minutes from November 17, 2021, December Emergency and January 19, 2022, as written. Glen Grossman seconded the motion. Motion carried.

Executive Session Update – January 19, 2022 – The Board discussed reimbursement requests, drainage issues and infraction issues.

**Treasurer Report – Jackson Chih, Treasurer**

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

**Operating Fund**

**Balance Sheet - Operating**

- Cash in Bank

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- Alliance Bank - \$10,079.61
- Account Receivable net amount of \$0.00

**Income Statement - Operating**

- Revenue - Total operating revenue billed for the month was \$14,089.51.
- Expenses – The total operating expenses for the month were \$15,856.49 resulting in a year-to-date operating fund excess of \$1,875.95.

**Reserve Fund**

**Balance Sheet - Reserve**

- Cash in the Reserve Fund
  - Charles Schwab (Reserve) – \$583,681.28

**Income Statement - Reserve**

- Revenue – Total reserve revenue for the year is \$83,622.44.
- Expenses – Total reserve expenses for the year are \$47,276.83.

Financial Statement Review – Each Board member confirmed that they have reviewed the October – December 2021 financial statements.

**Unfinished Business**

Governing Documents – Ballot – At the time of the meeting, 39 members had returned their ballot. A member quorum of 75% (45 ballots) is necessary for opening and counting. Regency will be contacting owners who have not voted asking them to please submit their ballot, so a count can be conducted.

Board Training – The Board discussed the Board training that Adams Stirling offers. It will be a ninety (90) minute training program that covers a variety of topics. The cost for the training will be \$700.00. After discussion, the Board approved the training.

**Motion:** Glen Grossman moved approval of the Board training at a cost of \$700.00. Rob Crandell seconded the motion. Motion carried 3-2, Lindsay Munoz and Marc Schonbrun opposed.

Spark Arrestor – The Board discussed how often the spark arrestor should be inspected and will discuss this further at the next meeting.

2022 Budget Review – The Board asked for this item to be removed from the agenda.

New Composting Law – This item will be removed from the agenda until further information is available on how the Association should handle this new law.

IRS Roll Over Resolution Ballot – Regency received ballots from members regarding the excess income resolution. The resolution passed.

Downspout Inventory – Regency updated the Board that the inspection has been completed and a report will be available for discussion at the next meeting.

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**New Business**

Architectural Change Applications

#50 – Pellarin/Grossman – Double Pane Windows – Conditionally Approved

#21 – Shea – Replace Garage Door – Conditionally Approved

#12 – Sherburne – Replace Iron Fence – Conditionally Approved

Motus Earthquake Program Renewal – The Board will discuss this at the next meeting to allow Regency time to determine if the enrollment fee can be billed back to the homeowners who have opted into the program.

2022 Monthly Reserve Transfer – The Board, as required by law approved the 2022 annual reserve transfers; approval for large transfers require any transfer greater than \$10,000 or 5% of an association's total combine reserve and operating account deposits, whichever is lower, shall not be authorized from the association's reserve or operating accounts without prior written board approval.

**Motion:** Glen Grossman moved approval of twelve (12) monthly transfers from the Operating Fund to the Reserve Fund in the amount of \$7,465.00 representing the reserve transfers approved via the 2022 budget. Marc Schonbrun seconded the motion. Motion carried.

Dryer Vents – The Board discussed the need to send out a yearly reminder informing homeowners on what should be inspected and cleaned on a regular basis and Jackson Chih has volunteered to work on this reminder.

**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**

The Board discussed the need to install a retaining wall between #44 and #46 and the fountain timer.

**Open Session**

The members present had concerns regarding the gate being loud when it closes, and the pet weight restriction being proposed in the new governing documents. The members present also expressed their appreciation for the hard work that the Board and committees do.

Items for the Next Meeting:

Financial Statement Review

Governing Documents - Ballot

Spark Arrestor

Lattice Replacement Project

ARC Fees

Sealcoat

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The next Board meeting will be held on March 16, 2022, at 5:00 pm.

Glen Grossman adjourned at 5:55 pm.

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Recorder

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Date