

PEBBLE BEACH VILLAS BOARD MEETING

MONDAY, February 10, 2020

MINUTES

1. CALL TO ORDER:

Mr. Kelly called the meeting to order at 10:00 am. The property manager confirmed that proper notice of the meeting had been posted on the bulletin boards, as required.

2. ROLL CALL:

Mr. Kelly called the roll. Present were Al Jakelis, Peter Probasco. Steve Croft and Kevin Kelly. Present via tele conference was Alex Petron. Absent was Bette Tsoutsouras. Mr. Kelly reported that he had received a letter of resignation from Charles Clogston. Mr. Kelly then indicated that a motion to appoint a new board member would be presented later in the meeting.

3. APPROVAL OF MINUTES OF JANUARY 27,2020 and JAN. 13 ORGANIZATION MEETING:

Mr. Kelly motioned to wave the reading of the Jan. 27 meeting. Steve Croft seconded and all approved. Mr. Kelly then read the minutes of the Jan. 13 organizational meeting. Al Jakelis made a motion to approve and the motion was unanimously carried. Mr. Kelly delivered a copy to Mike Gallagher for his records.

4. AGENDA REVIEW/APPROVAL:

Steve Croft requested that an item be added to agenda for payment of a social committee expense and Kevin Kelly added an agenda item to address the board vacancy.

5. PRESIDENTS REPORT: NONE FOR THIS MEETING

6. TREASURERS REPORT: NONE FOR THIS MEETING

7. PROPERTY MANAGER REPORT: NONE FOR THIS MEETING

8. OLD BUSINESS:

- A. Truck Parking Regulations clarifications. Mr. Kelly indicated that he had spoken to the IRS Town Manager, who confirmed that PBV has total control on rules for our own property.
- B. BOD Schedule change – The board unanimously approved board meeting schedules for the next five meetings, as follows-2 /26/20 @ 2 p.m. All other meetings will be held on Wednesdays @ 10:00 a.m. on 3/11, 3/25, 4/8, and 4/22.
- C. Letter to IRS re Ordinance 546. Mr. Kelly made a motion and the board unanimously approved a motion, attached, to request EM to send a letter to IRS re. Ordinance 546.

9. NEW BUSINESS:

- A. Steve Croft made a motion to pay an invoice for new table clothes for the clubhouse of approximately \$380. The motion was unanimously approved, as attached.
- B. Kevin Kelly introduced three motions related to the new board position. The resolution addressed to first accept Charlie Clogston’s resignation. The second motion was to appoint Bette Tsoutsouras as the Secretary of the board, and third was to appoint Don

Groshong to the board. On motion of Mr. Kelly, seconded by Al J. the board unanimously approved the resolution, as attached.

- C. By-Laws organization meeting. Mr. Kelly stated that he would send out notice to all those who signed up for the committee. He will propose dates for a first meeting.
- D. Vital Records. Files organization. Mr. Kelly asked for volunteers to attend a meeting on Thursday Feb. 13 @ 10:00 a.m. to organize the Vital Records Files.
- E. BOARD OF DIRECTORS ONE YEAR PLAN:
Mr. Mike Gallagher provided an update on the priority maintenance projects. He provided dates for sending bids to the Board for review and approval. THE BOARD SPECIFICALLY REQUESTED THAT REQUIREMENTS FOR ALL PROJECTS BE PROVIDED TO VENDORS SO THAT THE BOARD CAN EVALUATE BIDS ON A CONSISTANT BASIS.
 - 1. Priority Maintenance Projects:
 - 2. Gutters cleaning/repair--BID BY May 30.
 - 3. Pool Acid Wash--Bid by March 15.
 - 4. Tennis fence repair--Bid by March 15.
 - 5. Building F Flooding--Bids by March 25. Dave Chisholm indicated that any solution must address flooding during rain storms, as well as after the storms.
 - 6. Building F Soffits--Bids by March 25.
 - 7. Building F Pool Fence. Peter Probasco and Dave Chisholm reported on the status of this project. While some bids were received for fences it became clear that the zoning requirements and insurance requirements need further investigation.
 - 8. Pool Acid Wash--JUNE 15 TARGET DATE.
 - 9. Roof Strapping. Mr. Kelly raised the issue of the need for evaluation of the roofing straps and the need for improvement. Jim Higgins reported that the insurance company stated that we have only one fastener on the straps. This project will be addressed at the next meeting.
- F. Improvement Projects:
The projects below were merely mentioned, and discussion was deferred until a LATER DATE.
 - 1. Landscape Lighting
 - 2. Mail-Box Painting
 - 3. Garage/Storage Doors Replacement
- G. BOD POLICY/PROCEDURES DEVELOPMENT
 - 1. BOD meeting procedures--assigned to Kevin.
 - 2. "Keys" Management--assigned to Al
 - 3. Vendor Bids--assigned to Peter
 - 4. PBV Board Communication--assigned to Steve.
- H. Lawn Mowing. As a follow up on an owner request, the vendor will attempt to change the schedule some time in March to THURSDAYS AT 10:00 am.

10.ADJOURNMENT:

A motion was made by Kevin Kelly, seconded by Steve Croft and motion unanimously approved at 11:45 a. m.