

PEBBLE BEACH VILLAS

BOARD OF DIRECTORS MEETING MINUTES

MEETING DATE: Tuesday, December 8, 2020

MEETING TIME: 10:00 PM

MEETING PLACE: Pebble Beach Villas Clubhouse

1. **CALL TO ORDER:** THE MEETING WAS CALLED TO ORDER BY THE PRESIDENT AT 10:05 A.M.
2. **ROLL CALL:** PRESENT IN PERSON DON, PETER, AL, KEVIN. STEVE ATTENDED VIA CELL PHONE. AL AND BETTE WERE ABSENT.
3. **MINUTES:** AL MOTIONED TO APPROVE THE MINUTES OF NOVEMBER 13, 2020, PETER SECONDED AND ALL APPROVED.
4. **AGENDA:** ALL APPROVED THE AGENDA AS PRESENTED.
5. **PRESEDENTS REPORT:** NONE
6. **PROPERTY MANAGERS REPORT:** NONE
7. **OLD BUSINESS:**
 - a. **Pool heater.** Mike reported that the new heater was installed. Discussion ensued on how to follow up to assure that the warranty is registered and saved.
 - b. **Washer/dryer room project.** Reviewed by Steve. He reported that the plumber will be at PBV next week to repair the plumbing. Mike agreed that EM will provide timely notice to owners of any water shut off etc.
 - c. **Proxy Votes.** Kevin reported that 50% of the required approval votes for By-Laws approval at the Annual Meeting had been received. He asked that all owners contact their neighbors and encourage them to turn in their votes asap.
 - d. **Security Cameras.** Peter reported that the police were unable to obtain useful information from the cameras related to the recent vehicle break-ins. Don and Peter are working with EM to assess the status of the existing system and review replacement alternatives. The project will be addressed with recommendations expected by the end of January 2021.
8. **NEW BUSINESS:**
 - a. **Damage to Units.** Kevin reported on recent water damage to units and the significant adverse consequence of such damage. He indicated that the Board will significantly address this matter in the new year.
 - b. **New owner purchase agreements.** The Board discussed the weaknesses in the current process when units are sold at PBV. The Board will also address this issue in the new year.
 - c. **Vital Records.** Kevin indicated that the Vital Records will be re-organized, labeled and have the updates from 2020 added to the files.
 - d. **PBV Procedures.** Kevin discussed the need for enhanced procedures for the board, association members and Property Manager. The primary conclusion was that priority should be given to development of COMMUNICATION PROCEDURES BETWEEN THE BOARD, ELLIOTT MERRILL AND THE OWNERS. This issue will be addressed by April 30, 2021. Kevin also reported on a recent preemptive entry into an owner's unit.
9. **ADJOURNMENT.** AL motioned and Don seconded to Adjourn at 10:48 a.m. All approved.