

DEL MONTE FOREST PROPERTY OWNERS
Board of Directors Meeting
Monday June 8, 2009 – 4:00 PM
PEBBLE BEACH COMMUNITY SERVICES DISTRICT BOARDROOM

MINUTES

DIRECTORS PRESENT: Don Eastman – Vice President
Paul Jordan – Vice President
Linda Elliott – Secretary
Ned Van Roekel – Treasurer
Jerry Verhasselt
Janet Hayslett
Averil Nero
Loran List
Richard Cassam
Sandy Getreu

DIRECTORS ABSENT: Al Budris – President
Tobi Adams

GUESTS: Mike Niccum – General Manager, PBCSD
Mark Verbonich – Vice President, PBCo
Lori Lietzke - Member

- 1) **Call to Order:** Vice President Eastman called the meeting to order at 4:05 p.m.
- 2) **Approval of Agenda:** Approved SG / NVR / Carried
- 3) **Public Comment:** None
- 4) **Approve minutes:** Approval of the May 11, 2009 minutes. JV / LE / Carried
- 5) **Special Agenda Items:** None
- 6) **Reports of Representatives & Observers**
 - a) **ARB** – Paul Jordan reported that the last two scheduled meetings had not been held.
 - b) **LUAC** – Sandy Getreu reported the committee reviewed amendments to a home that was originally approved some months back at 1134 Madre Lane.
 - c) **OSAC** – Director Verhasselt reported that the last meeting had been in March and the next meeting was scheduled for June 16th. The Fire Safe Demonstration Garden was nearly complete.
 - d) **CAB** – Director Budris was absent. Mark Verbonich reported that the board meets quarterly and includes all key organizations within the Forest. It functions as a forum for updates and communications. Nothing of any urgency occurred at the meeting last Thursday.
 - e) **PBCSD** – Director Verhasselt reported that June was the beginning of the fire

season and fire staffing had been increased. The Fire Department Open House was scheduled for Saturday, June 20th from 10 a.m. to 2 p.m. One year ago during the event lightning strikes occurred locally and throughout the state. Contracts for fire and enhanced law enforcement were both extended for another term. The District preliminary budget was approved.

7) Regular Agenda Items:

- a) Officer Reports
 - i. President Budris was absent.
 - ii. Secretary Elliott reported current membership of 1,173. There were 191 new members for 2009. A letter from President Budris to members from 2008 that did not renew for 2009 was mailed June 1st.
 - iii. Treasurer Van Roekel introduced Bette Grace of Grace and Associates who performed a full disclosure compilation report for the organization for year ending 12/31/08. A compilation is the lowest level of accountant's test services, and a full disclosure includes footnotes of the organization's accounting procedures. The organization's books were reviewed for mathematical correctness and to determine if any fraud had occurred. The books as presented to the firm were compiled into a generally accepted accounting principles format. DMFPO generates "non-exempt" interest income that is subject to State tax. The by laws require annual management letters however the definition of that letter is open for interpretation. The level of review is dependent upon the comfort level of the board. Ms. Grace suggested possibly revising the by laws to stipulate preparation of financial statements each year to be available to members. During each compilation review, additional services could be obtained to assess internal controls and to review general ledgers and check registers. Director Van Roekel, upon Ms. Grace's suggestion, would review the general liability policy coverage and premium amount. No board member had any knowledge of occurrences of fraud. Ms. Grace suggested directors check personal insurance policies for umbrella coverage for board activities.
- b) Committee Reports
 - i. Administrative – Director Elliott thanked Ms. Grace for preparing the report and Ms. Dadiw for handling the organization's books. She requested that Paul Jordan, Traffic and Safety Committee chair, clarify if the committee would now be meeting quarterly so office staff could accommodate. Director Jordan stated he would be determining that soon.
 - ii. Membership – Reported earlier.
 - iii. Neighborhood Representatives – Chair Adams was absent.
 - iv. Nominating/Elections – Chair Verhasselt stated there was nothing to report this month. An article would be in the next newsletter regarding nominations and elections for the two openings coming up in the fall.
 - v. Newsletter – Chair Hayslett reported that the artwork had been submitted to the printer for the July/August/September edition.
 - vi. Traffic & Safety / Land Use – Chair Jordan moved that the Traffic and Safety/Land Use Committee meetings be scheduled quarterly instead of monthly. The motion was seconded by Director Getreu and unanimously carried. Director Hayslett wanted to be apprised of when the next meeting would be taking place when

determined.

vii. Website – Director Cassam stated that a histogram of usage of the website had been developed however “web crawlers” may be distorting the data. He urged an approach of guiding members to use the web site by newsletter notices and information, then have the board reassess if new interactive features were in order. The web programmer, Yavuz Atila, had offered to give a free hour presentation on how to use email, security issues while on the web, and other general information.

8) Pebble Beach Company: Mark Verbonich reported that work is continuing with the Del Monte Forest Plan. The final several weeks of planning for the Concours are in process with the event scheduled for August. The First Tee is scheduled for Labor Day weekend.

9) Old Business: None

10) New Business: Director Hayslett suggested that a follow up informational session on gang awareness be provided to members in response to noted interest in the subject when it was presented briefly at the last semiannual meeting. Director Cassam felt that, beyond human interest, fundamental safety was a draw as well. Several directors had members approach them after the semiannual meeting stating interest in the subject. Director Nero supported action by the board sooner rather than later to not lose the moment and to reflect that the board is responsive to the interests of its membership. It was moved by Director Van Roekel for the board to form an ad hoc committee to develop a budget. Directors List, Nero and Cassam volunteered to be on the committee for the event to determine location, publicizing approach, and presentation participants. The motion was seconded by Director Verhasselt and unanimously carried.

Director Nero commended Mike Niccum for his involvement that culminated in the new stadium at Pacific Grove High School. She stated that the National Disaster Search Dog Foundation approached President Budris regarding a challenge grant to raise \$5,000 and requested DMFPO make a donation of any kind. The donation would benefit the Central Coast teams including Michele and Comet sponsored by the PBRTA. It was moved by Director Van Roekel to donate \$100, seconded by Director List, and unanimously carried.

11) Closed Session: None

12) Adjourn: Vice President Eastman adjourned the meeting at 5:20 PM.

Reviewed and respectfully submitted by Linda Elliott, Secretary

NEXT MEETING

Monday, July 13, 2009 – 4:00 PM

Pebble Beach Community Services District Boardroom