



Hiddenbrooke Property Owners Association

**Board of Directors Executive Session Closed Meeting Agenda
Tuesday, July 17, 2018— 6:30 P.M.
Hiddenbrooke Golf Club – Brookside Room**

****Closed to membership****

NOTE: This meeting is closed to the membership per Civil Code §4935.

- I. Call to Order
- II. Approve meeting minutes from previous EX session meetings
- III. Member Discipline Hearings - Meet and Confer
- IV. Small Claims/assessment collections
- V. Legal issues
- VI. Third Party Contracts
- VII. Adjournment

**Board of Directors Open Meeting Agenda
Tuesday, July 17, 2018 at 7:30 pm
Hiddenbrooke Golf Club – Brookside Room**

- I. **Call Meeting to Order** – President
 - 1. Verification of Meeting notice/Agenda
 - 2. Establish a quorum - Attendance/Introductions:
 - a. **Board members:** Chris Brittle, Paul Norberg, Desiree Conley, Allan Yeap, Timothy Moore, James Campagna and Jagdip Singh
 - b. **Service Providers:** Tonya Kalvass (Community Manager)
 - c. **Invited Committee Chairs and Guests:** Ed Medina (Welcome Center Manager), Birgit Rickert (HMD Chairperson)
- II. **Open Forum** – *Anyone wishing to address the Board on any matter for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of HPOA may speak now. Each speaker should state his/her name and address for the record and is limited to three (3) minutes. Secretary will track time.*
- III. **Board President report**
- IV. **Approval of Minutes**

Approval June 20, 2018 Open Board Meeting Minutes and Annual Meeting Minutes – *Motion*
- V. **Report from Closed Session 7/17/18 – summary**
 - 1. **Member Discipline: Hearings and Fines** – Tonya Kalvass
 - a. Meet & Confer Hearings Conducted -
 - b. Reimbursable Assessments levied
 - c. New Fines Assessed



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- d. Collection activity – Pro Solutions
 - e. Homes with Small Claims Court Actions
 - f. Judgments received since last Board Meeting
 - VI. **OMNI Community Management: Compliance report**
 - a. Compliance notices sent since last meeting
 - b. Compliance issues resolved since last meeting
 - VII. **Financials**
 - 1. Review and accept June 2018 Financials – *Motion*
 - 2. Comments on any large non-recurring expenditures or unusual bills
 - 3. Open CD with Fremont Bank
 - VIII. **Committees and Reports**
 - 1. Committee Member Reports:
 - a. Hiddenbrooke Maintenance District Advisory Committee (HMD)
 - b. Hiddenbrooke Architectural Review Committee (HARC)
 - i. Review report and minutes from HARC meetings
 - ii. Update on Status of City's ADU Ordinance
 - c. Hiddenbrooke Social Committee/Welcome Committee
 - d. Hiddenbrooke Welcome Center
 - e. CC&R Subcommittee – appoint chairperson
 - IX. **New Business**
 - 1. Board Priorities for July 2018 through June 2019
 - 2. National Night Out – August 7, 2018 Golf Club event
 - 3. Welcome Center Repairs
 - 4. Board member orientation with Attorneys
 - 5. Community Garage Sale
 - X. **Old Business**
 - 1. Davis Stirling - CID Status Update
 - 2. Governing documents restatement discussion
 - 3. Assign Board member responsibilities
 - XI. **Upcoming Events and Future Agenda Items:**
 - XII. **Adjourn meeting** - Next open board meeting - September 18, 2018 at 7:30 PM
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