



**Hiddenbrooke Property Owners Association, Inc.**  
**Board of Directors – Minutes**  
**Thursday, September 24, 2009 Time: 6:30 PM**  
**Location: Library – Hiddenbrooke Golf Club**

- I. **Call to order:** The meeting was called to order by Joyce Estes, President at 6:35 PM. A quorum was present.
- II. **Attendance/Introductions:**
  - a. Board Members present: Joyce Estes, Chris Brittle, Kevin Dement, Doug Eeten
  - b. Board Members Absent: Kathy Wildermuth, Ian Forsyth, Ed Pryal
  - c. Service Providers Invited:  
Desiree Conley, Valley Management Services – Financial Management - Present  
Dave Caldwell, CC&R Manager - Present
  - d. Guests: Bob and Nancy Schussel
- III. **Approve Minutes:** Board Meeting Minutes of August 27, 2009. **Approved**
- IV. **Consent Calendar and Approval of Agenda Approved**

*All matters are approved under one motion unless requested to be removed for discussion by a Board Member. Any item discussed separately may be voted separately upon request by a Board Member.*

- a. **Changes/additions to agenda or order of agenda:**
  - b. **Correspondence Received:**
  - c. **Votes Conducted by Email:**
  - d. **Bills to be approved for payment** –See Management Report from Valley Management Services with listing of invoices for payment.
- V. **Financial Management Company** – Desiree Conley
- Board decided to allow the October 52 week CD to roll for another year.
- VI. **President's Report**
- a. Board Liaisons and Duties and spreading the work load. CC&R Fines should NOT have to be dealt with by the President. Continued need for administrative person to be trained so President's job isn't so big. See handout re updated financial/budget.

VII. **Committee Reports**

a. **HARC** –Chris Brittle

September Meeting included approval of 4<sup>th</sup> elevation for the Summit and elimination of one model.

b. **CC&RS Manager/Verification Committee**—Dave Caldwell/Doug Eeten

First Notice letters sent	42
Second Notice letters sent	16
Homes who have complied (X-complete)	39
Homes on watch list	32
Recommend fine	7
Homes given 15 day notice	3

Dave noted that he has sent a cease and desist letter for a property with regards to an illegal storage shed with power.

c. **Vacant & Foreclosed Program**—Kim Dowdall/Ed Pryal

Number of homes tagged with violation notice	3
Number of realtors/banks called	1
Number of homes with maintenance done	1

d. **Review latest list of foreclosures – Joyce** List has grown to 86-90 homes

e. **It’s Time To Paint – Update - Ed, Next Neighborhood? Tabled**

f. **Signage on Hiddenbrooke Parkway – Joyce**

The owners of HB-Plaza have put the sign on hold as of 9/3/09.

g. **HCA Liaison Report**-Chris

Joint Committee Meeting not held as Kathy W. is gone.

New Web Page went live. Joyce spent approximately 18 hours of time to update/re-link/format pages. Open Source program was difficult to learn and there was no manual. Sasha willingly provided many answers and was very helpful. The site has moved to a new ISP and now all requests for changes in forwarding addresses go to Sasha to forward to the web page contractor to change. Passwords are no longer needed for HPOA info. There is still work to be done on the FAQ’s.

h. **Graffiti – None**

i. **Significant Old CC&R Violations Not Corrected—Doug and Chris**

There are many illegal cement pours that were not approved by HARC guidelines. They are all ascetically different. Board voted to spend up to \$1,000 for legal advice on dealing with old violations.

VIII. **Old Business**

a. **Collection Update—Desiree**

Mailing of final letter re going to collection to owners – mailed 10.

Valley Management has been getting some bankruptcy notices. When bankruptcy is completed the balance of the account will be written off if HPOA were listed as a liability. Does the Board want to be notified? No.

IX. **New Business**

a. **Annual review of Standing Rules – No changes**

b. **HARC Owner Records/Approvals:** The original HARC records/approvals have been copied by Triad for HPOA and they are in storage boxes and Triad is storing them at no cost. Bob Schussel has asked that we take possession of the boxes, have them scanned and then update the summary document which explains what approvals have been made. We would then need to find a place to store our records or have them destroyed. Note many early letters did not describe what was approved....ie it would say backyard landscaping or 12' awning but no setback guidance, etc.

Our current rules are that the owner has to maintain the letters. Joyce Estes and David Elias previously researched getting the records scanned. Cost was perhaps \$4,000 to \$8,000 if memory is good. The custom homes have large plans and they would cost more to have scanned, but then once the City signs off on them, I'm not sure how much value the original plans have.

**Motion: Tabled**

X. **Next Meeting Date:** Thursday, October 22, 2009 at 6:30 pm at the library. (No meeting in November; Dec. will need list of Board Members willing to serve a second two year term.)

XI. **Adjournment to closed session.** Possible Topics For Closed Session: Hearings, Fines, Collection Issues, Homes with Continuing Problems, Complaints and Contracts.

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**The Minutes of the meeting were approved by the Board of Directors on \_\_\_\_\_**

**Certified by \_\_\_\_\_, Board Member \_\_\_\_\_, 2009**