



**Approved Meeting Minutes**

Board of Directors Meeting -Open Session

**Hiddenbrooke Property Owners Association, Inc.**

**Wednesday, July 19, 2017– 7:30 PM**

**Hiddenbrooke Golf Club – The Club House**

- 1) **Open Session:** Call to Order 7:36 PM by Tonya Kalvass – OMNI Community Management
- 2) **Attendance/Introductions**
  - A. **Present Board Members:** Jennifer Pollard, Kara Crochet, Chris Brittle, Paul Norberg, and Desiree Conley
  - B. **Absent Board Members:** Allan Yeap
  - C. **Service Providers:** OMNI – Tonya Kalvass Community Manager
  - D. **Committee Chairs and guests:** Marcelline Mahern, HARC Chairperson

- 3) **Report from Closed Session** held 7/19/17 prior to open meeting

A. **Member Discipline:** Hearings & Fines– Tonya Kalvass

Meet & Confer hearings conducted	2
Reimbursable assessments levied	None
Fines assessed	9
Homes in collection – Pro Solutions	2
Homes with Small Claims Court Actions	10
Judgments received since last Board Meeting	0

- 4) **CC&Rs Violation Summary 6/16/17 – 7/15/17 - Tonya Kalvass**

Number of Fine letters sent	13
Number of violations on hold (New/Old)	15
Number of violations which were resolved	24
Recommended for fine (Closed Session Hearing)	13
Courtesy Notices sent	12
Next Verification Drive	08/21/17

- 5) **Open meeting Minutes:** Director Crochett motioned to approve the meeting minutes of Board of Directors Meeting on June 21, 2017 as submitted. Director Norberg seconded the motion and the motion carried unanimously.
- 6) **Financial Report-** Board Reviewed Financials for HPOA presented by OMNI. Director Crochett motioned to accept the financials for month ending June 2017 and presented the following summary. Motion was seconded by Director Brittle and motion carried unanimously.
  - A. Financial Statements for June 30, 2017
    - a. Checking Account Balance \$148,520.24
    - b. Money Market Account at Seacoast \$100,000.00.
    - c. No Comments on any large non-recurring expenditures or unusual bills were noted

7) **Community Open Forum:**

- A. Members present commented on Robert's Rules of order and asked that others respect the rules and processes, Compliance issues and weed abatement concerns, Members asked that the HMD recommend trees to be pruned to ensure traffic signs can be seen, members commented on water fall leaking and city's response. Members asked that Golf Club keep community updated with news regarding facilities and club events.

8) **Committee Reports:**

- A. **Welcome Center:** Ed Medina was not present. Jennifer Pollard gave report. Ed Medina met with Allied Security regarding new contract terms and expectations. Owners are encouraged to contact Vallejo Police with security issues and concerns.
- B. **HMD - Hiddenbrooke Maintenance District Advisory Committee:** Birgit Rickert reported to members present. Water fall at entrance was reported to be running and leak repaired. Trees in community removed or trimmed per City Arborist. City weed abatement completed.
- C. **HARC - Hiddenbrooke Architectural Review Committee:** Marcelline Mahern reported on behalf of HARC. Minutes from meeting were provided to the board.
- D. **RAP - Resident Access Program:** Allen Wildermuth spoke to members regarding RAP contract terms. Contract will be reviewed in April 2018 and BOD can vote to continue program or not.
- E. **Hiddenbrooke Social Committee:** Kara Crockett gave report. Movie night was a success and two more events are scheduled for the summer. National night out is still getting worked out. Community Garage sale will be held and information will be sent by neighbors. Garage sale is not a HPOA event.

9) **New Business**

- A. Board discussed Davis Stirling and how it pertains to HPOA. Director Brittle discussed the de-annexation of property owned by HOAs in Hiddenbrooke and the fact that HPOA has not common area to maintain. Board may need to devise an exit strategy with regards to Davis Stirling Act. Director Pollard motioned to approve funds be spent to meet with the attorneys from Hughes and Gills to discuss the common interest development regulations and clarify how HPOA is recognized as a CID. Director Conley seconded the motion and the motion passed.
- B. Director Brittle spoke to members regarding updating the Community Rules & Regulations, CC&Rs and Bylaws for Hiddenbrooke. The current documents are outdated. Rules can be updated with a vote of the board and a comment period from the membership. CC&Rs and Bylaws must be revised by an attorney and voted on by the membership.
- C. Board agreed to have Chris Brittle lead a committee and appoint members to the committee. Committee will advise the board and recommend actions for the Board to make.

10) **Old Business:**

- A. Board tabled discussion on newsletter.

11) **Next Open Board Meeting:** September 20, 2017 at 7:30 PM.

12) **Adjournment:** Board adjourned meeting at 9:01 P.M.