



Approved Meeting Minutes

Board of Directors Meeting -Open Session
Hiddenbrooke Property Owners Association, Inc.
Monday, November 13, 2017— 7:30 PM
Hiddenbrooke Golf Club – The Club House

- 1) **Open Session:** Call to Order 7:31 PM by Jennifer Pollard
- 2) **Attendance/Introductions**
 - A. **Present Board Members:** Jennifer Pollard, Chris Brittle, Douglas Link, Allan Yeap, Paul Norberg, and Desiree Conley
 - B. **Absent Board Members:** Kara Crochet,
 - C. **Service Providers:** OMNI – Tonya Kalvass - Community Manager
 - D. **Committee Chairs and guests:** Ed Medina, Welcome Center; Chris Bowman, & Golf Club general manager; Troon Vice President – Bill O'Brien
- 3) **Open Forum:** Owners commented on welcome letters to new owners, City of Vallejo police depart officer shortage, Golf Club pool closures, and compliance issues.

- 4) **Report from Closed Session** held 9/20/17 prior to open meeting
 - A. **Member Discipline: Hearings & Fines– Tonya Kalvass**

Meet & Confer hearings conducted	3
Reimbursable assessments levied	None
Fines assessed	22
Homes in collection – Pro Solutions	2
Homes with Small Claims Court Actions	13
Judgments received since last Board Meeting	0

- 5) **CC&Rs Violation Summary** 9/16/17 – 11/10/17 - OMNI

Number of Fine letters sent	24
Number of violations on hold (New/Old)	7
Number of violations which were resolved	34
Recommended for fine (Closed Session Hearing)	11
Courtesy Notices sent	115
Next Verification Drive – Night Drive	12/5/17

- 6) **Open meeting Minutes:** Director Yeap motioned to approve the meeting minutes of Board of Directors Meeting on September 20, 2017 as submitted. Director Brittle seconded the motion and the motion carried unanimously.
- 7) **Financial Report-** Board Reviewed Financials for HPOA presented by OMNI. Director Pollard motioned to accept the financials for month ending October 2017 and presented the following summary. Motion was seconded by Director Norberg and motion carried unanimously.

- A. Financial Statements for October 31, 2017
 - a. Operating Account Balance \$165,259.48
 - b. Money Market Account at Seacoast \$100,166.71
 - c. Year to Date income is \$37,404.20
 - d. No Comments on any large non-recurring expenditures or unusual bills were noted

8) **Committee Reports:**

- A. **HMD - Hiddenbrooke Maintenance District Advisory Committee:** Birgit Rickert reported to members present. Waterfall light were out but are back on now. Owner are encouraged to call the city of Vallejo when they see trash on the parkway. Holiday lights are planned to be on in December.
- B. **HARC - Hiddenbrooke Architectural Review Committee:** Chris Brittle reported on behalf of HARC.
- C. **RAP - Resident Access Program:** Desiree Conley spoke to members regarding events at the golf club and Chris Bowman discussed next year's expectations for the facilities. Pool use was limited in 2017 and was a disappointment. Club plans to purchase new furniture and repair the pool deck for the next swim season. Meet Santa Event to be planned and New Years event at the Club.
- D. **Hiddenbrooke Social/Welcome Committee:** Jennifer Pollard gave report.
- E. **Welcome Center:** Ed Medina gave report. No new major issues were reported since last meeting. New cameras are functioning properly and can be reviewed.

9) **New Business**

- A. Board discussed Fairway Villas and the parking policy which affects HPOA residents. Letter from HPOA will be sent to management company for Fairway Villas Management Company.

10) **Old Business:**

- A. Director Brittle discussed meeting with HOA attorney's regarding Davis Stirling Act and the financial impact on the HPOA to be governed as a CID. Process to de-annex HOA property to ensure the HPOA has no common area.
- B. Director Brittle discussed the process of restating the governing documents. Updating the CC&Rs and Bylaws with updated civil code and changes to the regulations regarding owner maintenance as well as other provisions.
- C. Rules and regulation changes and HARC guidelines and policy was discussed.

11) **Next Open Board Meeting:** March 21, 2018 at 7:30 PM.

Adjournment: Board adjourned meeting at 9:40 P.M.