



Hiddenbrooke Property Owners Association

**Board of Directors Executive Session Closed Meeting Agenda
Tuesday, February 19, 2019— 6:30 P.M.
Hiddenbrooke Golf Club – Palmer 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. Third Party Contracts
- V. Legal issues
- VI. Adjournment

**Board of Directors Open Meeting Agenda
Tuesday, February 19, 2018 at 7:30 pm
Hiddenbrooke Golf Club – Palmer 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), Marceline Mahern (HARC Chairperson)
- II. **Guest Speaker** – Bisi Ibrahim, Soltrans: Topic: Possible Bus Service for Hiddenbrooke
- III. **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.*
- IV. **Approval of Minutes** - Review and Approval of January 23, 2019 Open Board Meeting Minutes – *Motion*
- V. **Board President report** – Chris Brittle



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VI. Committee Reports

1. Committee Member Reports:
 - a. Disaster Preparedness Committee – *Ed Medina*
 - b. Welcome Center Update – *Ed Medina*
 - c. Hiddenbrooke Architectural Review Committee (HARC)
 - b. Hiddenbrooke Maintenance District Advisory Committee (HMD)
 - i. Parkway Landscaping – Progress with Plans

VII. Old Business

1. Proposed changes to Governing Documents (Bylaws and CC&Rs) as drafted by Hughes Gill Cochrane Tinetti, P.C.
 - a. New Fine Structure
 - b. Design Guideline Changes
2. Preliminary 2019/2020 Operating Budget discussion
3. Welcome Center Update

VIII. New Business

1. Community Security
2. HARC member appointments — Ernest Stockinger as Alternate member and Christine Fitzgerald as regular member

IX. Financials - Review and accept January 2019 Financials – *Motion*

1. Comments on any large non-recurring expenditures or unusual bills

X. Report from Closed Sessions 1/23/19 & 2/19/19 summary

1. **Member Discipline: Hearings and Fines** – Tonya Kalvass
 - a. Meet & Confer Hearings Conducted -
 - b. Reimbursable Assessments levied
 - c. New Fines Assessed
 - d. Collection activity – Pro Solutions
 - e. Homes with Small Claims Court Actions
 - f. Judgments received since last Board Meeting

XI. OMNI Community Management: Report

- a. Compliance notices sent since last meeting
- b. Compliance issues resolved since last meeting
- c. Annual Disclosure of Manager Certification

XII. Upcoming Events and Future Agenda Items:

XIII. Adjourn meeting - Next Open Board Meeting – March 19, 2019 at 7:30 PM