



**Hiddenbrooke Property Owners Association, Inc.
Board of Directors – Minutes
7 PM – May 18, 2006**

1. **Call to order (Fred’s House,):** Fred Self, President, 7:07pm
2. **Attendance/introductions:**
 - a. Board Members present: Dan Cruz, Joe Maionchi, Pam Hargrove, Fred Self, John Jackson, David Elias
 - b. Board Members Absent: Bob Paedon
 - c. Residents: Joyce Estes, Priscilla Silvey
 - d. Invited Guests: None

3. **Approval of the Minutes:**

Board Action

Pam Hargrove motioned to approve the minutes from January 18, 2006, February 22, 2006 and April 17, 2006, with the following changes:

- 1/18/06, pg3 – cross out “Jan 18” from the “continuing business”
- 1/18/06, pg3 – remove the double “is”

Joe Maionchi seconded the motion.

YES: Pam Hargrove, Fred Self, Dan Cruz, Joe Maionchi

NO: None (John Jackson and David Elias were late to the meeting and missed the vote)

The motion passed by a vote of 4-0.

4. **Officer Reports**

- a. President Fred Self – no report
- b. Vice President Bob Paedon – no report
- c. Secretary Joe Maionchi – Gave an update on why he missed last month’s board meeting on April 17 (the HCS group faced urgent charter school issues that evening)
- d. Treasurer Pam Hargrove – no report/email

4. **Committee Reports**

- a. HARC – Joyce Estes and David Elias

A discussion was held on whether at least one HPOA board member should attend each HARC meeting. Although there was a discussion on making this a rotational responsibility within the HPOA Board, no final decisions were reached.

David Elias gave some background on the process and makeup of the HARC team, including the “3 step process” HARC uses to grant or deny architectural plans. HARC meetings are usually held once per month on the 2nd Wednesday of the month at 6:00pm. They are held in the Triad office boardroom and usually run 2 to 2.5 hours long. The next HARC meetings are scheduled for June 14 and July 13.

b. Management Company contract – Fred Self

The contract between Collins Management and the HPOA is on Fred Self's desk, ready to be signed and sent to Collins. However, until the new CC&Rs are recorded the HPOA is waiting to seal this contract. Discussions with Triad on recording the CC&Rs are ongoing.

c. Nominating Committee – Priscilla Silvey

Bob Paedon, Pam Hargrove and Joe Maionchi attended the HPOA nominating committee workshop held on March 26 to work through the key issues facing the board and to help come up with the profiles. Priscilla Silvey reviewed the timeline and profiles and work that they compiled. They were also recruiting for the HCA board, and collectively they talked to approximately 50 people. She passed around the Board Candidate Profiles for 2006-2008.

Joe Maionchi announced that he would uphold his earlier decision not to run again, keeping the current slate of candidates at 3 (to match the 3 open positions).

d. Standing rules

Joyce Estes reviewed the Draft for "Procedures for Nominations and Annual Election Standing Rule".

Board Action

David Elias made a motion to approve the following document: Procedures for Nominations and Annual Election Standing Rule. Fred Self seconded the motion.

YES: Dan Cruz, Joe Maionchi, Pam Hargrove, Fred Self, John Jackson, David Elias

NO: None

The motion passed by a vote of 6-0.

e. Web Site – Joyce Estes reported that the new HPOA-HCA website is complete.

5. Old Business

1. Transfer agreement

Fred Self gave an update on the discussions between himself and Dave Egan from Triad on the Triad-HPOA transfer agreement. Since Fred will be traveling later in the month, Joe Maionchi agreed that if Fred is not here when Triad is ready with this letter that Joe would distribute the final letter and then sign it.

2. Insurance

Joyce Estes recommended that the HPOA Board get the insurance started the day the transfer agreement is signed and recorded. Fred Self asked that Joyce start the insurance on that date.

6. New Business

The Board discussed an HPOA Billing Invoice Proposal. David Elias gave a background on the process Vallejo City uses before filing a lien on personal property (which involved at least 3 separate mailings. The Board agreed to finalize the first mailing and continue to work on the follow up statements and process for collections.

Board Action

Joe Maionchi made a motion to approve the initial HPOA statement for mailing, with the following changes:

- Strike the final sentence of paragraph starting “DUES NOT PAID...”
- Change the “within 30 days” to “by XYZ date”, with the actual date determined by the CC&R rules

YES: Dan Cruz, Joe Maionchi, Pam Hargrove, Fred Self, John Jackson, David Elias

No: None

The motion passed by a vote of 6-0.

7. **Next meeting date:** To be set.

8. **Adjourned at 9:15pm.**

Respectfully submitted,

Joe Maionchi