



**Hiddenbrooke Property Owners Association, Inc.  
Board of Directors – Minutes  
July 6, 2006**

1. **Call to order:** The meeting called to order by Fred Self, President at 7:00 pm at 2418 Rush Creek Place.

2. **Attendance/introductions**

- a. Board Members present: Bob Paedon, David Elias, Joyce Estes, Pam Hargrove (late), John Jackson and Fred Self
- b. Board Members Absent: Cesar Alegria
- c. Residents: Allen Wildermuth (HPOA Advisory Committee)
- d. Guests: None

3. **Election of Officers 2006-2007.** Elected by a unanimous vote were:

President	Joyce Estes
Vice President	Bob Paedon
Secretary	Fred Self
Treasurer	Pam Hargrove

4. **Minutes for approval.** Board Minutes for May 18, 2006 and the Annual Meeting minutes of 6/21/06 were approved as corrected.

5. **Officer Reports**

**Pam Hargrove, treasurer,** reported that she received our new account information from First Bank, 108 Springtowne Center, Vallejo, CA 94591-5566. The Board voted to have all Officers sign the signature card, require two signatures on each check and to have Joyce return it to the bank after she made a copy for the files. *(Note First Bank agreement says that two signatures are for our own internal control purposes and the bank has no requirement to verify compliance with that policy.)*

Pam also reported that the Hiddenbrooke Community Association will be electing officers on Thursday, July 13<sup>th</sup> and will write us a check for their \$5,000 donation at that time.

6. **Committee Reports**

- a. **HARC** – David Elias gave a short summary of the Hiddenbrooke Architectural Review Committee and noted that the committee's role is to stay objective and work with the City of Vallejo and to not set a policy of granting variances. Joyce noted that Triad will work with the people we have appointed to HARC and we expect to reappoint the same people. (Note the current standing rule says committee appointment will be September 1 to August 31<sup>st</sup> to allow the new board to have time to make appointments.

- b. **Neighbors** – Deadline is July 15<sup>th</sup>. Joyce will write the President's message and if the CC&Rs are signed that will also be reported.
- c. **Web Site** – <http://www.HiddenbrookeOnline.org> - Joyce reported that it will be updated with the names of the new officers and directors.

## 7. Old Business

- a. **Transition Agreement with Triad:** Fred Self reported that Joyce Estes, Paul Norberg and David Elias met with Dave Egan and Curt Johansen of Triad Communities on Wednesday to review the fourth version of the transition agreement. After getting more input from David and Curt, the agreement is going back to the attorney for what we hope will be the final agreement. Joyce and Fred have agreed to sign the transition agreement and First Amended and Restated CC&Rs at the same time that Triad signs so all documents can be notarized at the same time. Triad has indicated that they will then record the document and in a couple of days we will have the Recorded Copy and Pdf Copy so it can be posted to the web site.
- b. **Management company contract:** Fred and Joyce said that as soon the agreement with Triad and the CC&Rs were signed they will meet with Paul Collins, Collins Management Company to finalize procedures for them to take over financial management. John Jackson stressed that we need to get the first assessment mailed out. Joyce reported that the mailing list is as up to date as she can get it and that we have all but the final approval from First Bank on the OCR Scan so we can use their free lock box program. Joyce believes it is possible to get the statements mailed within two weeks of the CC&Rs being recorded.

## 8. New Business

- a. **HPOA Advisory Committee:** The Board noted that Joyce is no longer on that committee and that the other members will continue as needed.
- b. **Protocols and Procedures:** Bob Paedon stressed the need to start working on the details so our Association can function and fairly represent our members. Joyce appointed Bob to chair the Protocols and Procedures Committee and he is to be assisted by Fred Self, Allen Wildermuth, Angelo Lamola and Geoff Albrecht. Joyce will ask for volunteers in the President's message.
- c. **Mail Box Keys:** Joyce asked that she get a key so she can pick up mail. Right now Pam, John and Fred have keys. As Treasurer, Pam needs to keep a key. So John or Fred will give Joyce their key.
- d. **Meeting Date:** The Board has set the 3<sup>rd</sup> Thursday as their regular meeting night. However the July Board meeting was moved to tonight to elect officers. Board Members requested that the meeting night be fixed and not moved. It was noted that all Board Members are available on Tuesday or Thursdays. Joyce said that once Paul Collins is on Board, we will set a permanent meeting date. Joyce noted that the next Board meeting will be set when the CC&Rs are recorded and Collins can meet with the Board.

9. **Adjournment:** The meeting was adjourned at 8:30 pm. The next meeting will be set when the CC&Rs are recorded.

Respectfully submitted,

Fred Self, Secretary