



MINUTES
Open Session

Hiddenbrooke Property Owners Association, Inc.
Board of Directors Meeting
Wednesday, May 18, 2016 – 7:30 PM

Garden Room – Hiddenbrooke Golf Club

1. **Open Session:** Call to Order 7:30 PM – Jennifer Pollard, President
2. **Attendance/Introductions**
 - A. **Board Members:** Jennifer Pollard, Nancy Berke, ~~Ian Forsyth (excused)~~, Maria Andrews, Allen Wildermuth, Aya Aly
 - B. **Service Providers:** none in attendance
 - C. **Invited Committee Chairs and Guests:** Richard Tirrell (Welcome Center Manager),
3. **Report from Closed Session—Summary Only**
 - A. **Member Discipline:** Hearings & Fines – Maria Andrews

Meet & Confer hearings conducted	1
Reimbursable assessments levied	0
New fines assessed	0
Homes in collection – Pro Solutions	3
Homes with Small Claims Court Actions	3
Judgments received since last Board Meeting	0

4. **Minutes:** Motion: Approve minutes of Board of Directors Meeting on April 27, 2016 as submitted. *Approved*
5. **Community Forum:**

A resident requested a change in the contact info on the website for 2016 Garage Sale. Another resident brought up the fact that the back gate to the locker room/pool area was being left unlocked. He noted that he had already informed the Golf Club.
6. **Consent Calendar: Approval of Agenda, Bills for Payment and Business**

Conducted Since Last Meeting:

Motion: Approve Open Agenda as submitted [Motion passed](#)

Motion: Approve bills for payment as submitted by Financial Manager totaling \$7,105.31_____ (Attach list to agenda when available.)

7. CC&Rs Violation Summary: Bret Andrews and Maria Andrews

A. CC&Rs Violation Summary:

Number of letters sent	191
Number of violations on hold	5
Number of violations which were resolved	42
Recommended for fine (Closed Session Hearing)	14
Emails answered/sent	148
Phone calls	69
Next Verification Drive	TBD

8. Financial Report- Ian Forsyth

1. Financial Statements for May 18th 2016 [Need to be added to minutes at later date.](#)
 - a. Checking Account Balance \$
 - b. Money Market Accounts \$
 - c. Comments on any large non recurring expenditures or unusual bills

9. New Business

1. HB Parkway Exercise Equipment Proposal – Todd Shulman [Gave presentation. Board requested more information. He will do some more research.](#)

10. Committee Reports: *All reports are considered informational and no action needs to be taken by the Board unless requested by a Board member or a motion is shown.*

- A. **Welcome Center:** Richard Tirrell [Gave Report](#)
- B. **Governmental Affairs:** Chris Brittle [Absent - no report](#)
- C. **Hiddenbrooke Maintenance District Advisory Committee:** Jen Pollard [Birgit Rickert, HMD chair gave report. \(attached\)](#)
- D. **Hiddenbrooke Improvement District Advisory Committee:** Ian Forsyth [Absent - no report](#)
- E. **Hiddenbrooke Architectural Review Committee:** Aya Aly [Requested approval of HARC's Artificial Turf guidelines document. Tabled until June.](#)
- F. **Hiddenbrooke Social Committee:** Nancy Berke [Gave report. Next party schedule for May 21st.](#)
- G. **Resident Access Program:** Allen Wildermuth [Gave report](#)

11. **Old Business**

1. Candidates Night: Allen Wildermuth Motion to move forward on a Candidates Night with a budget of \$200.00
2. HPOA will invite City Council candidates. Budget is \$200.00 for room rental from the club and event to be held on a Tuesday, Wednesday or Thursday night. The event will take place in August.
 - will discuss what I have found out about the Vallejo elections
 - the Board will have to determine who (Mayor, Council or both), and when
3. Memorial for Estes: Nancy Berke Board approved plan to request the "Tot Park" on Bennington be re-named "Estes Park". Also, one of the benches at the park have a plaque placed on it, (or in front of it in the concrete), in honor of Joyce Estes. Lastly, on the day the sign and plaque are dedicated, the board is requesting the City of Vallejo designate that day as "Joyce Estes Day" and that a written proclamation be made to that effect. This proclamation would list the many things she did for the community.
4. Articles of Inc: Ian Forsythe No report
5. Traffic & Safety- Aya Aly Police and Fire meeting June 9th 6:30. This meeting was later cancelled due to scheduling conflict. CPR Training to be on June 11. Class size is a max. of 10 people, will hold up to three classes. Need 25 attendees to guarantee price, Cost is \$25.00 per person. We will charge \$30.00 to public to help cover the cost of the room. Room cost is \$100.00. Motion made and approved to authorize up to \$100.00 for cost of the room.
6. AGM- June 15, 2016- PPP –Update Schedule change - Start with closed session at 6:30, AGM will start at 7:30.
7. New board members Three new board members will be elected by affirmation on June 1st, term to start July 1st, 2016. One volunteer, Gigi Lane later removed her name from nomination. The board will select another new member by election after the new board is seated.

12. **New Business**

1. **Dues Increase-** Carol advises members must be notified 30 days in advance of any increase in HPOA assessments. If the assessment bills go out in July, the members must be notified in June, which means the Board must approve the increase at the May Meeting. \$5.00 per year increase.

13. **Upcoming Events and Future Agenda Items:**

1. Social Party – May 21st
2. National Night Out- August 2nd

14. **Next Meeting:** Annual General Meeting; June 15th

15. **Adjournment:** 9:00

16. **Attachments**

HPOA Exercise Trail Proposal
HMDAC Report