



MINUTES
Open Session

Hiddenbrooke Property Owners Association, Inc.
Board of Directors Meeting
Wednesday, October 21, 2015 – 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, Maria Andrews, Allen Wildermuth (excused), Aya Aly
 - B. **Service Providers:** Elizabeth Mathern (administrative assistant), Bret Andrews (CC&Rs Manager)
 - 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	0
Reimbursable assessments levied	0
New fines assessed	1
Homes in collection – Pro Solutions	3
Homes with Small Claims Court Actions	15
Judgments/Settlements received since last Board Meeting	1
Problem homes discussed	1

- 4) **Minutes:** Motion: Approve minutes of Board of Directors Meeting on September 16, 2015 as submitted. Approved
- 5) **Community Forum:**

Ted Davis presented a report about on-going traffic issues. The board will support his efforts, including going to City Council.

Harry Singh, 2009 Bennington, had a question about locking mailboxes. He was advised to apply to HARC.
- 6) **Consent Calendar: Approval of Agenda, Bills for Payment and Business Conducted Since Last Meeting:** Approved

Motion: Approve Open Agenda as submitted

Motion: Approve bills for payment as submitted by Financial Manager totaling \$28,640.03

7) **CC&Rs Violation Summary:** Bret Andrews and Maria Andrews

A. **CC&Rs Violation Summary:**

Number of letters sent	110
Number of violations on hold	7
Number of violations which were resolved	51
Recommended for fine (Closed Session Hearing)	1 new, 22 cont.
Emails answered/sent	143
Phone calls	61
Next Verification Drive	11/10/15

B. **Foreclosed Home Program**

Number of homes tagged with violation notice	0
Number of homes not in compliance-scheduled for hearing	0
Number of realtors/banks called	6
Number of homes that had landscape maintenance work	0

8) **Financial Report**

A. **Pacific Union Property Management:** Jody Burton

1. Financial Statements for September 16, 2015
 - a. Checking Account Balance \$8,197.54 (old bank account)
 - b. Checking Account Balance and Certificates of Deposit \$checking: \$47,200.08, Money Market \$123,716.00 Total: \$179,115.03
 - c. Comments on any large non recurring expenditures or unusual bills none
2. General comments on phone calls/problems none

B. **Treasurer – Ian Forsyth**

1. Report Income: 6,780.00 Expenses: \$11,557.00 Net Loss: \$4,447.00. Expenses were high due to RAC expenses.
2. Budget In progress

9) **New Business**

1. LMD Chairperson Needed Paul Norberg is resigning, a new chair is needed and there a an interested resident. Will be finalized soon.
2. \$30.00 budgeted for sign on side of HPOA mailbox.

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. Discussed recent mailbox thefts and solicitors.
- B. **Governmental Affairs:** Chris Brittle No Report

- C. **Hiddenbrooke Maintenance District Advisory Committee:** Jen Pollard Parkway landscaping improvements started.
 - D. **Hiddenbrooke Improvement District Advisory Committee:** Ian Forsyth No activity this month
 - E. **Hiddenbrooke Architectural Review Committee:** Aya Aly HARC report given in closed session. Reviewed some FAQ that HARC provided.
 - F. **Hiddenbrooke Social Committee:** Nancy Berke Provided written report (attached).
- 11) **Old Business**
- 1. Resident Access Card: Update- Maria Andrews Over 200 already signed up. Program is progressing smoothly.
 - 2. Open Board Position HPOA is still looking for another Board member
 - 3. Possible Increase in dues for 2016? Ian will be working on this.
 - 4. Pac Union - DS resource- Allen Wildermuth Tabled
 - 5. Garage Sale- Update Aya Aly Over 100 homes participated. Went well, had enough volunteers.
- 12) **Upcoming Events and Future Agenda Items:**
- 1. Halloween – BGC - Trunk or Treat
 - 2. Holiday Lighting Contest- Jen Pollard
- 13) **Next Meeting:** November 18, 2015 at 7:30pm
- 14) **Adjournment: 8:36**
- 15) **Attachments**
- Social Committee Report on House Party

October Cocktail Party Committee Report
Nancy Berke

The September 19th HPOA was a huge success. We had 59 people and after expenses, made a profit of \$255.00. This will be applied to the insurance, which is almost \$400.00. The committee is doing an analysis of the party via email to determine what, if any changes need to be made for the next one. The co-chairs only agreed to volunteer for this one event, so the committee will be meeting again in February to decide on a permanent chair. We will also be looking for one or two more committee members as well as looking for hosts for 2016 parties.

One of the committee members has expressed interest in organizing a family event. Once those plans are a little further along, they will be brought to the board for discussion and approval.