



**Minutes
Open Session**

**Hiddenbrooke Property Owners Association, Inc.
Board of Directors Meeting
Wednesday, November 18, 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, Aya Aly
 - B. **Service Providers:** Elizabeth Mathern (administrative assistant)
 - 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	3
Reimbursable assessments levied	0
New fines assessed	5 new
Homes in collection – Pro Solutions	3
Homes with Small Claims Court Actions	24
Judgments received since last Board Meeting	0

- 4) **Minutes:** Motion: Approve minutes of Board of Directors Meeting on October 21, 2015 as submitted. *Approved*

5) **Community Forum:**

A homeowner spoke about HMD. A homeowner spoke about the increased number of cars parking along Dearfield. Aki Qazi, a developer, spoke about a proposed new project which would be above Hiddenbrooke, near the Grove. A resident spoke about the bocce courts, which will be repaired by the contractor.

6) **Consent Calendar: Approval of Agenda, Bills for Payment and Business Conducted Since Last Meeting:**

Motion: Approve Open Agenda as submitted *Approved*

Motion: Approve bills for payment as submitted by Financial Manager totaling \$30,323.28 *Approved*

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

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

Number of letters sent	80
Number of violations on hold	10
Number of violations which were resolved	05
Recommended for fine (Closed Session Hearing)	23
Emails answered/sent	114
Phone calls	43
Next Verification Drive	TBD
Number of homes tagged with violation notice	0
Number of homes not in compliance-scheduled for hearing	0
Number of realtors/banks called	14
Number of homes that had landscape maintenance work	0

8) **Financial Report- Ian Forsyth**

A. Financial Statements for October 21, 2015

1. Checking Account Balance \$7,894.83 (old acct) 65,850.95 (new account
2. Checking Account Balance and Money Market Account \$Money Mkt \$123,736.97 Total: \$197,482.00
3. Comments on any large non recurring expenditures or unusual bills \$15,930.00 paid to Hiddenbrooke Golf Club for Resident Assess Program dues

B. Report

C. Budget

9) **New Business**

none

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 - The meeting between VPD and the Security company has been rescheduled and will occur in the coming month.
- B. **Governmental Affairs:** Chris Brittle - No Report
- C. **Hiddenbrooke Maintenance District Advisory Committee:** Jen Pollard - Gave report on parkway landscaping, replacement of asphalt with concrete on sidewalk along Bennington.
- D. **Hiddenbrooke Improvement District Advisory Committee:** Ian Forsyth No Activity
- E. **Hiddenbrooke Architectural Review Committee:** Aya Aly Gave report

F. **Hiddenbrooke Social Committee:** Nancy Berke - No activity

11) **Old Business**

1. Resident Access Card: Update- Maria Andrews - Signups are proceeding - nearly 500 resident have signed up.
2. Open Board Position - Jen to begin posting about vacant position.
3. Possible Increase in dues for 2016? - Tabled until budget is presented in Jan.
4. Pac Union - DS resource- Allen Wildermuth - Tabled
5. LMD-Chairperson- New Chairperson assigned - Allen Yeap is new chair.

12) **Upcoming Events and Future Agenda Items:**

1. Holiday Lighting Contest- Jen Pollard - Contest will be judged on Saturday December 19th.

13) **Next Meeting:** January 20, 2016 at 7:30pm

14) **Adjournment: 8:10**

15) **Attachments**

none