



Hiddenbrooke Property Owners Association, Inc.
Board of Directors – Minutes
Thursday, December 3, 2009 Time: 6:30 PM
Location: Library – Hiddenbrooke Golf Club

- I. **Call to order:** The meeting was called to order by Joyce Estes, President at 6:35 PM. A quorum was present.
- II. **Attendance/Introductions:**
 - a. Board Members present: Joyce Estes, Ian Forsyth, Kevin Dement, Doug Eeten, Ed Pryal Kathy Wildermuth, and Chris Brittle (arrived later)
 - b. Board Members Absent: None
 - c. Service Providers Invited:
Desiree Conley, Valley Management Services – Financial Management - Present
Dave Caldwell, CC&R Manager - Absent
 - d. Guests: Bob Schussel
- III. **Approve Minutes:** Board Meeting Minutes of October 22, 2009. **Approved**
- IV. **Community Forum** – Bob Schussel spoke.
- V. **Consent Calendar and Approval of Agenda Approved**
All matters are approved under one motion unless requested to be removed for discussion by a Board Member. Any item discussed separately may be voted separately upon request by a Board Member.
 - a. **Changes/additions to agenda or order of agenda:** None
 - b. **Votes via email:** November bills of \$3,238.29 approved by Estes, Forsyth, Dement and Brittle.
 - c. **Bills to be approved for payment** –See Management Report from Valley Management Services with listing of invoices for payment.
- VI. **Financial Management Company** – Desiree Conley
 - a. Collection to be disclosed in closed session
 - b. HPOA Computer Files Transferred/Organized—HARC still needs to transfer files.
- VII. **President's Report-Joyce**
 - a. CPI as of October 2009 is at 226.051. If it holds, HPOA could raise the annual dues \$2, but we can decide not to raise the dues. The decision will be made at the January Board meeting when the Board will have a draft budget.

VIII. Committee Reports

- a. **HARC**—Chris Brittle (absent)
October 27, Nov 17th Meeting. HARC sent 2 stop and desist letters. One responded and got approval. No response from other homeowner. Kathy Wildermuth will follow up with HARC on status.

- b. **CC&RS Manager/Verification Committee**—Dave Caldwell/Doug Eeten

Recommendation for phone line for CC&R Manager? Publish in Rules??

Number of Courtesy Letters Sent – Regular -8
Number of Final Letters - 5
Number of Violations on Hold - 9
Number of New Fines to be Voted Tonight - 11
Number of homes who have complied (X-complete) - 24

Next Verification Date: January 2010

- c. **Vacant & Foreclosed Program**—Kim Dowdall/Ed Pryal – **No report**
- d. **Review latest list of foreclosures** – Joyce
- e. **It's Time To Paint – Next Neighborhood to get letters**—Tabled to April 2010
- f. **HCA Liaison Report**-Chris Brittle. No meeting since last report. Wants joint committee to have a resolution on relationship and transfer of Welcome Gate and HMD.

Web Page—Joyce got at least three emails regarding problems with passwords. HCA has now removed the password requirement for reading the newsletter. They are experimenting with classified ads. Webpage is being transferred to new Host site.

- g. **Significant Old CC&R Violations Not Corrected**—Doug, Joyce and Chris
Conference call with attorney on December 1st. Moved to Closed session due to other Board members having not heard report as of this Board meeting time.
- h. **HB-Times**: Next issue is March which will contain the four pages rules and regulations. Discussed editor position and advertising. Received one complaint about having advertising.

HB Times to keep advertising to offset costs. **Approved**

Jamie Clark to take Editor Position at \$300.00 per issue. **Approved**

- i. **Graffiti** – Maria Andrews is looking into recent graffiti reports.

IX. **Old Business**

- a. **HARC Owner Records/Approvals:** - Hold to discuss with Dave Caldwell **Tabled**

X. **New Business**

- a. **Nominating Committee:** Board Member terms are expiring for Joyce Estes, Kathy Wildermuth and Chris Brittle. Bios need to go in the March issue of HB-TIMES. The following have agreed to be a candidate for two year terms ending June 30, 2012: Kathy Wildermuth and Chris Brittle
- b. **Rules and Regulations** – See first reading of rules which are scheduled to go into the March issue of HB-Times. Final reading and vote will be at the January 25, 2010 Board Meeting. Changes to Joyce before next agenda goes out.

XI. **Next Meeting Date:** Thursday, January 25, 2010 at 6:30 pm at the library.

XII. **Adjournment to closed session.** Topics For Closed Session: Hearings, Fines, Collection Issues, Homes with Continuing Problems, Complaints and Contracts.



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Financial Management Report

November 2009

Board Meeting December 3, 2009

Valley Management Services

Phone 707 644-0922

Fax 707 644-0922

Email valley-manager@sbcglobal.net

Owner Deposits Nov., 2009	\$ 3,209.61
Ad Revenue	\$ 75.00
Tax Refund	\$ 24.00
Reinbuseable Transfer fee	\$ 100.00
Total Deposits for Nov.	\$3,408.61
Checking Balance 11/31/09	\$27,221.07
Deposits thru 12/2/09	\$ 55.00
Current Checking Balance (As of Dec. 2, 2009)	\$26,787.73
Checking Balance after payables	\$24,113.61
Current Certificates of Deposit	
FB Matures 1/20/10 5 - Month	\$17,000.00 @1.59%
FB Matures 6/4/10 9 - Month	\$20,000.00 @1.74%
FB Matures 10/10/10 52 - Week	\$16,217.92 @1.10%
Matures 8/5/10 52 - Week	\$15,000.00 @0.85%
<u>Matures 11/5/09 4 - Week</u>	<u>\$15,061.90 @0.15%</u>
Total CD Value	\$83,279.82
Bills to be Approved	
Valley Management Services	\$2,092.50
Dave Caldwell	\$ 395.72
Jamie Clark	\$ 50.00
Beth Grim, ESQ.	\$ 135.90
Total Bills	\$2,674.12

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Financial Management Report November 2009 Board Meeting December 3, 2009

Valley Management Services

Phone 707 644-0922

Fax 707 644-0922

Email valley-manager@sbcglobal.net

Phone Calls Month to Date HARC Questions/Complaints /Clarification/Title/Appraiser info. only	TOTAL =31
Fines voted for Nov.	8
Delinquent Accounts Accruing Interest and Late Fees	224 as of 11/30/09

Valley Management Services – Services Paid by Requestor

Homes with ownership changes due to sales, foreclosure, owner calls to notify, etc. Oct. 2009	9
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Sent out 21 New Owner letters for Oct. and Nov. home transfers

6 more accounts being sent to Pro-Solutions for Collection next week.

One pre-collection homeowner brought account current