

**HIDDEN VALLEY HOME OWNERS ASSOCIATION
BOARD MEETING OF MAY 22, 2014
MINUTES**

Call to Order:

- Meeting called to order at 7:10 pm by President Steve Weber
- Attendance: Board members; Dave Thiede, Dana Frey, Greg Oldenkamp, Steve Weber, Russ Eigenheer and ACC representatives; (none) and resident Danielle Thrush
- Approval of prior month's minutes (April): approved as revised

Residents Forum (Steve):

- Open Board Position: Steve asked for the Board to approve Danielle Thrush for the open Welcome Wagon and Communication position on the Board. Motion was made to accept Danielle. Motioned carried with two nay votes (Dana Frey and Brian Bluhm).

Administrative Housekeeping (Steve):

- One Board position remains unfilled, the Social Activities position.
- No other housekeeping issues brought forth.

Secretary Report (Greg):

- Minutes from prior month were emailed to each board member prior the meeting.
- Board reaffirmed that the minutes may be approved by email in between meetings.
- Board reaffirmed that in the minutes that homeowner addresses may be listed but not personal names, unless specifically warranted.
- Rick has posted February minutes to website. We will continue to post to website once the Board has officially approved the prior months minutes.
- Motion to approve minutes as revised (name correction) accepted unanimously.

Treasurer Report (Dave):

- Financial reports were mailed to board members prior to the meeting
- Account balance as of 5/22/14 = \$23,716.80 (14,898.38 savings and 8,818.42 checking)
- Dues collection: 79% of dues collected. 48 homes remain and Dave will continue his routine of following up with delinquent home owners.
- Postage and cost of invoices/envelopes totaled = \$155.40
- Garage sale ads: Dave placed ads for May neighborhood garage sale, total was \$68.
- Motion to approve treasurer's report: approved as submitted.

ACC (Architectural Control Committee (Dana)

- ACC review of requests and actions: 12 requests received, 11 approved.
- No other issues to report.

HVHA Homeowner Violations and Contacts (Dana)

- The Board affirmed that Dana may contact homeowners via email to make them aware of potential covenant violations. With regards to an official violation notice, these notices need to be sent to homeowners via a letter on HVHA letterhead. Board has requested to be copied on emails to homeowners regarding potential violation issues.
- Log of reported issues:
 - Dana gave a short list of issues regarding trailers in driveways, construction signs, and appliances sitting in yards. Issues were resolved without any further action needed.
- Violation status: no violation status updates
- Action item: follow up with Rick to see if there is a google docs site on the HVHA website to log violation issues.

Grounds Maintenance (Brian):

- 2014 bid process for grounds keeping: Contract awarded to Warner Outdoor Solutions.
- Brian brought up the issue of spraying our Spruce/Pines Trees in the islands for fungus. Cost would be \$375 through Warners. The treatment does not remove the fungus, but prevents fungus on future growth, but no guarantee. Has to be done annually for three years.
- Dana revisited the spring cleaning. Asked that Brian double check with Warner's that all the islands have been blown out per terms of the contract.
- Brian recommended and a motion was made that the Board send letters to the homeowners along Hinton Avenue that the association will no longer be maintaining the property along Hinton Avenue. In addition the Board will pay Warners for one cutting along Hinton Avenue, after which it will become the responsibility of the homeowners. Danielle to send letters to affected homeowners.
- Tree removals. Brian is waiting for spring/summer growth before making an assessment on which islands may need tree removal.
- 74th Street culdesac, resident issue as to whether or not to leave the grass as is in the island vs. removal and rocking is still being discussed.
- Action Item: Brian to do the following; confirm total cost of fungicide treatments with Warner's (email the board with findings), follow up with Ryan regarding blowing out the islands to our satisfaction and to authorize Warner's to do one initial cutting along Hinton Ave berm. Board can take action once we get final details. Danielle to send letters to the homeowners.

Physical Assets (Russ):

- Updates: Russ noted that several boxes and surrounds need repair, replacement and or staining.
- Steve noted that several posts that were painted last year were showing signs of rust showing through and questioned whether the work should be warranted by the contractor.
- Action item: Russ to prepare a full assessment and evaluation of the surrounds, posts and boxes and begin the preliminary work on getting quotes.

Website (Rick):

- Updates: Rick absent, nothing to report at this time.

Social (Open):

- Updates: nothing to report
- Garage sale signs: Currently reside with President Steve Weber
- It was noted that overall homeowner participation was much lower this year. Suggestion for next year to maybe survey or better inform the association of the garage sale and gauge interest.
- Night to Unite – Tuesday August 5th. Board discussion resulted in a consensus that we not combine Unite to Unite with a HVHA picnic. At this time we do not anticipate participating in National Night to Unite .

Communications (Danielle):

- Welcome booklets: General idea is to welcome new owners to the neighborhood, supply them with a welcome basket/booklet but in addition to provide them with HVHA covenants and also to collect homeowner contact information.
- Recent home sales: Dave noted he had about 12 new homeowners on his dues updates.
- Action Items: Danielle to start formulating ideas for the welcome basket.

Old Business:

- Fox – from last year, there has not been a noted presence of the nuisance fox(s) that were seen in the development last year.
- Insurance renewal. Dana followed up with Mike Dorniden and obtained the following information regarding our insurance renewals.
 - We currently have a Directors and Officer policy and a General Liability (\$1M) policy, included with these is also an Employee Practices Liability Insurance policy. Currently these policies are held by two companies with an annual renewal amount of approximately \$2,000 for all premiums.
 - Mike suggested that we could combine the D&O policy and the GL policy with Auto Owners at \$1M in coverage for approximately \$950. Increasing the coverage to \$2M would add an add'l \$50-100 while adding back the EPLI policy, depending on the coverage levels, would add another \$250-300 to our annual premiums.
 - Policies renew July 1.
 - Board to discuss between meetings and agree upon whether to combine policies with one company and which coverage levels we should obtain.

New Action Items:

- Violation contacts (ongoing) – the Board has requested to be copied on all communications between the HVHA and any homeowner regarding violations, regardless if the communication is an informal inquiry (email) or an official violation notice (HVHA letterhead).
- Website (re: ACC) – following up an old item, the Board would like to know the status of the Google docs site on our website where ACC violation issues were to be logged in.
- Warner Outdoor Solutions – several follow up items; 1) questions regarding the thoroughness of the spring cleaning and the island blow outs. 2) inform them that the HVHA will pay for the first and at this time only cutting of Hinton Avenue. 3) that we have a complete and understood cost structure for 2014.

- Tree removals – assessment to be made once spring growth kicks in.
- Mailbox and surround assessments. Quotes need to be received and a total estimate needed for repairs a/o replacement of HV mailboxes and surrounds. Included in this is the need to contact the contractor who painted the surrounds last year, as paint peeling has been noted within less than a year of the work being done. Need to check on warranty status of work.
- Welcome baskets – plan is to reinvigorate this program, incorporating welcome gifts, development and city information and to try and collect owner information as well.
- Need to contact home owners along Hinton Avenue that are impacted by the Board's decision to no longer mow along Hinton Avenue after the first cutting.

New Business:

- No other new business matters brought up.
- Next meeting scheduled for June 12, 2014

Move to adjourn at 9:00pm

Respectfully submitted,

Greg Oldenkamp
HVHA Secretary