

**HIDDEN VALLEY HOME OWNERS ASSOCIATION
BOARD MEETING OF OCTOBER 23, 2014
MINUTES**

Call to Order:

- Meeting called to order at 7:35 pm by President Steve Weber
- Attendance: Board members; Dave Thiede, Dana Frey, Greg Oldenkamp, Steve Weber, Russ Eigenheer, Danielle Thrush and ACC representative(s); (Helen Brosnahan).
- The October meeting ended up being a brief meeting as the resident forum consumed up a majority of available time. These minutes are a reflection of an abbreviated meeting.

Residents Forum (Steve):

- Resident issues:

Resident Forum: These minutes reflect that during the resident forum portion of the monthly Board meeting, that we had over 15 residents in attendance, that this portion of the meeting lasted for over an hour and that multiple subjects were discussed. Chris Corporaal, past Board President, presented a majority of what follows to the Board. However, other residents did comment and add to the discussion; however for brevity not every resident is named in the minutes, per resident agreement when asked during the forum.

The following is a summary of the issues brought before the Board by Chris Corporaal and other residents. Note, this is a summary only and in some instances only states the resident questions and not official responses by the Board, unless it was to help clarify the question. Point 11 was revised 11/3/14.

1. In an acknowledged discrepancy between the Association's Articles of Declaration and the Covenants, it was suggested that a ballot initiative be presented to the homeowners of the Association, the purpose of which would be to clarify that only a resident homeowner may serve in an official capacity as an elected Board Member. Current Board interpretation, due to poorly framed governing documents, is that a non-resident homeowner, age 21 or older, may serve on the Board and not be in violation of current governing documents. Chris indicated that the ballot initiative would only impact the Articles of Declaration, which are only filed with the county and not against every homeowner's title.
2. The question was asked, does the Board have a written policy defining the procedure for how covenant violations are documented and the process by which homeowners are notified and how final resolution is achieved and documented. Chris indicated that it was his belief that previous Boards had at one time established written procedures as to how covenant violations were to be addressed. In response the Board acknowledged that if there were written instructions governing covenant violation procedures, that no current member seemed to be in possession of them and that they may have been lost as one Board transitioned into another and another.
3. In a follow up to point #2, there was general discussion regarding perceived violations in the Association and whether or not the Board was actively addressing these issues or ignoring them.
4. It was asked that when a resident fails to pay their association dues in a timely fashion, that the Treasurer not distribute reminder notices by hand in such a manner that they are left in a door or other place, such that they could become lost or dislodged and visible to the public, which would conflict with privacy laws.

5. Nominating committee. It was noted that the Board has not adhered to the governing documents in forming a nominating committee to present a slate of candidates to the membership at the annual meeting. The Board acknowledged this and it was also noted that due to the difficulty of filling the Board positions (three were vacant as of the last annual meeting) that it was the Board's hope that once all 9 member positions were filled that elections per the governing documents would be reinstated, but that lack of homeowner interest in serving has made this difficult.
6. Fee/Fine structure. It was asked whether or not if it was appropriate or if the Board had the authority to assess a fine, in this instance \$1, to a homeowner who fails to pay their dues in a timely fashion, despite repeated reminders and collection attempts by the Treasurer.
7. Email system. It was asked if the Board had implemented a working email system for notifying the Association. The Board acknowledged that the current system, which had been using GoDaddy and trying to incorporate with the website, did not function as intended. Our IT person has been working to test a new method and it is an ongoing process.
8. Administrative assistant. It was asked why the Board no longer employed a paid administrative assistant. It was noted in response that the Board at that time had decided to move away from using a paid Administrative Assistant and rather focus on filling the open Board positions and assigning areas of responsibility.
9. Covenant codification committee. It had been noted several times that our Association covenants do not contain identical language for each division. It was brought up that a committee should be formed to review and write the covenants so that at least the language is in agreement. One resident did volunteer to be on the committee, if such committee is formed. It was also noted that cost would be a factor in that any covenant revisions would have to be filed against each of the 229 homes in the Association, which the anticipated cost would most likely exceed \$20,000.
10. Island and general maintenance. It was asked if the Board had abandoned island maintenance in the development, as well as the Hinton Avenue berm. The Board noted that with Hinton Avenue berm, as addressed in prior month's minutes, that after lengthy discussion and debate over the lawn maintenance bids, that due to the escalating cost of maintaining the berm that the Board would no longer pay for what technically is private homeowner property maintenance. With the islands, again as noted in monthly minutes, the Board will develop a master plan, which would include a homeowner survey, regarding future repair, replacement and maintenance of all the islands. The Board did acknowledge that the plan has not yet been developed, but that we have been addressing the major "immediate" island needs.
11. Permitted use of sheds (**revised 11/3/14**). While not brought up specifically as a topic of discussion, the association's allowance of sheds became a point of contention that was discussed frequently in the areas described in points 2, 3 & 9 above. The residents in attendance voiced concerns that the Board was in favor of allowing sheds in the development. The consensus of the residents in attendance is that the intent of the covenants is to disallow sheds. At and up to the time of this October Board meeting, this Board has not discussed, promoted or revised any current understanding of how the ACC should handle shed requests. The Board recognizes that any homeowner may make a request of the ACC, and all such requests will be reviewed in accordance with our existing covenants.

The Board wishes to thank and acknowledge the interests and concerns of the residents who attended and spoke at the forum. The Board will be reviewing these requests, suggestions and concerns and will take appropriate action as needed.

Administrative Housekeeping (Steve):

- One Board position remains unfilled, the Social Activities position. Steve made contact with an interested party, but never received a response back acknowledging the contact. At this time it is not believed that this person remains interested.
- Older minutes, from the annual meeting, still need to be submitted and posted to the website.
- No other housekeeping issues brought forth.
- Action item: none

Secretary Report (Greg):

- Minutes from the September 25th meeting were emailed to each board member.
- Greg reminded the Board that if we want to get the minutes up on the website in a more timely fashion, that there needs to be a better response rate when the minutes are emailed for approval.
- Motion to approve September minutes accepted unanimously.
- Rick has not posted September minutes, Greg to notify Rick that September minutes are approved.

Treasurer Report (Dave):

- The Board received and accepted the September financials via email.
- Account balance as of 10/23/14 = \$19,052.22 (\$14,901.17 savings and \$4,151.05 checking).
- Dues collection: 7 homes remain and Dave will continue his routine of following up with delinquent home owners.
- Reimbursements since the last meeting: \$532 to Jeff Pederson for island tree replacement, \$145.90 to Russ Eigenheer for supplies for repairing mailboxes and posts.
- Paid Warner's for September landscaping fees.
- Resident home sales – current listings are all dues paid.

ACC (Architectural Control Committee (Dana)

- Review of requests and actions. 1 request and approval for the current period.
- Other issues. none noted
- Action item: none

HVHA Homeowner Violation(s) and Contacts (Dana)

- Status of previous month's issues:
 - PODS in the driveways were short-term in nature and have been removed.
 - Construction signage was asked to be removed, owner has complied.
 - Homeowner notified of covenant regulations regarding live tree removal.
- Current violations: no updates.
- Action item: none

Grounds Maintenance (Brian):

- Brian absent, he did however email the Board with the following updates:
 - Request for bids were sent out for 2015 grounds maintenance. Brian informed the Board that with Warner's impending fee increase for next year, they were not included in the bid process. Once bids have been received and reviewed, Brian will forward them to the Board for recommendation.
 - Post staining continues and will be completed as weather permits. Having the Scouts perform the service did not work as intended, Brian will see to completion of project.
 - Brian will be in contact with Warner's regarding fall clean-up.

Physical Assets (Russ):

- Mail box posts – Russ noted that the contractor that we hired to work on the mail box posts last year went around and did some volunteer touch up work recently. The contractor noted that the condition of some of the surrounds was due to weed whipping, salt corrosion, snowplowing and other ongoing incidents that tend to deteriorate the condition of the posts. At this point no further work will be done without a new assessment by the Board.
- Mailbox surrounds. Russ will continue to review the surrounds for needed maintenance.
- Action items:

Website (Rick):

- Updates: Rick absent, no updates
- Greg sent Steve his biography and it has been updated on the HV website. Biographies for Danielle and Brian still needed.

Social (Open):

- Updates: nothing to report

Communications (Danielle):

- With the questions that were raised in the Resident Forum, the Board has reaffirmed that it would like a monthly recap of new homeowners contacted. This list should be reviewed against homeowner sales as noted by the Treasurer.
- Danielle noted she has been attempting to contact each new owner personally and is collecting owner information in the process.
- Action Items:

Old Business:

- Steve to submit annual meeting minutes to the Board and website.
- Landscape survey – temporarily put on hold
- Island review & master plan – temporarily put on hold
- Website biographies needed for Danielle and Brian.
- Danielle to provide the Board with a monthly recap of new homeowner contacts.

New Action Items:

- Board – review and assess comments received via the Resident Forum.

New Business:

- No other new business matters brought up.
- November Board meeting will be scheduled once member calendars can be coordinated.

Move to adjourn at 9:30pm

Respectfully submitted,

Greg Oldenkamp
HVHA Secretary