

**HIDDEN VALLEY HOME OWNERS ASSOCIATION
BOARD MEETING OF DECEMBER 30, 2014
MINUTES**

Call to Order:

- Meeting called to order at 7:00 pm by President Steve Weber
- Attendance: Board members; Dave Thiede, Dana Frey, Greg Oldenkamp, Steve Weber, Rick Fryar, Brian Bluhm and ACC representative(s); (Helen Brosnahan). No resident homeowners present for the resident's forum.
- Steve asked for agenda to be approved, so moved.

Residents Forum (Steve):

- Resident issues: Prior to the meeting Steve forwarded 3 emails to the Board from residents expressing concerns ranging from shed approvals to the nominating committee. These residents were not present at the meeting.

Administrative Housekeeping (Steve):

- Danielle Thrush has tendered her resignation from the Board as Welcoming Committee effective immediately. This brings the open Board positions back to two open positions, Welcome and Social. The Board extends its thanks to Danielle for her service during 2014.
- Steve has forwarded emails to the Board from interested resident homeowners who wish to run for election or are willing to serve in one of the vacated positions.
- 2014 Annual Meeting minutes and special meeting minutes have been forwarded by Steve to the Board. Steve asked that the minutes from the January 2014 pre-annual meeting and the annual meeting be approved. Motion approved after discussion and clarification.
- No other housekeeping issues brought forth.
- Action item: None

Secretary Report (Greg):

- Minutes from October 23rd meeting were emailed and approved by each board member. In addition Greg forwarded the resident forum section to Chris Corporaal for review to make certain that all the resident issues were properly addressed. Chris approved and with some minor revisions the minutes were approved and posted to the website
- Motion to approve October minutes was accepted unanimously by email.

Treasurer Report (Dave):

- Financial reports were mailed prior to the meeting and the report was received at the meeting.
- Account balance as of 12/30/14 = \$17,523.24 (\$14,901.92 savings and \$2,621.32 checking),
- Dues collection: 5 homes remain dues delinquent (97% collected).
- Warner's fully paid for 2014 services.
- Annual meeting budget:

- Brian asked that a line item be placed in the annual budget so that he is able to manage island repair and maintenance on a timelier basis, without having to get pre-approval prior to every decision.
- Rick asked that an explanation be provided with regards to annual budget surpluses, as to what the future funds are being reserved for.

ACC (Architectural Control Committee (Dana))

- Review of requests and actions: The Board, prior to the meeting, had been sent emails regarding a resident whose request for an outbuilding had been denied by the ACC. The resident filed an appeal with the ACC to have the denial taken up before a full Board review. The Board has acknowledged that the appeal was filed and will, through Dana, attempt to establish a meeting date with the resident. A certified letter was sent to the resident stating this intention. The Board is required to schedule a special meeting to hear the appeal within 30 days of said appeal being received.
- After a lengthy discussion period the Board affirmed the following two positions:
 - Motion was made, seconded and approved for the following statement. “The Board affirms the current position of the ACC that in maintaining the harmony of the development and in keeping with the consistent position held by the ACC and prior Board’s rulings and the Developer’s intent, that outbuildings not be allowed on homeowner lots.”
 - In its discussions, the Board acknowledged that the Declaration of Covenants do not explicitly prohibit the construction of outbuildings. However, the Board also affirmed that since inception that the ACC has consistently held, supported by prior Board’s, that they have the ability to establish guidelines and procedures that protect the harmony of the Hidden Valley Development. These guidelines, which include the prohibition of outbuildings, have been applied consistently during the ACC’s existence.
- ACC guidelines and standards. The Board has requested that the ACC put into print its current understanding and application of policies, guidelines and standards, including a FAQ section that will make understanding the policies easier for the homeowners and which can also be placed on the HVHA website.
- Other issues: None noted
- Action items: ACC to create a document outlining current policies, including a FAQ for homeowners. Dana to email homeowner with a list of potential dates for the special appeals meeting.

HVHA Homeowner Violation(s) and Contacts (Dana)

- Log of reported issues:
 - Dana reported that she received a complaint regarding a resident’s storage of construction materials along their garage. Dana indicated that she has had ongoing email correspondence, eight or more emails, with said resident, including a letter of inquiry sent in December. The ACC on 5/14/13 approved landscaping and fence proposals for said resident. The resident has stated that the materials have been stored neatly in compliance with the covenants and the delay was due to early onset of frozen ground. The Board will continue to monitor this situation as a lengthy period of time has passed since initial approval was granted.

- Status of previous month's issues – none applicable.
- Violation status: The motion was made, seconded and approved, that when Board members become aware of any potential violations in the development, that for proper record keeping that the Board Member notify the President at HVA.net of the suspected violation.
- Action item: Dana to send a violation letter to homeowner that the current storage of construction material is in violation of the Declaration of Covenants and that they have until January 31, 2015 to remedy the situation. Dana asked if anyone would be willing to help prepare the violation letter.

Grounds Maintenance (Brian):

- Brian gave the following updates:
 - Received only one bid thus far for 2015 lawn care service, from Red's Lawn and Snow. The Board made a motion to pursue contract negotiations with Red's with certain contract language that Brian is aware of. This is not a motion to approve Red's only to continue negotiations.
 - Brian is requesting a budget line item for 2015 (see Treasurer's report).
 - Brian is still hopeful that another lawn maintenance bid can be obtained.

Physical Assets (Russ):

- Mail box posts – In the absence of Russ, Brian and Rick notated that the staining will be completed when the weather warms. 5 or 6 are remaining.
- Mailbox surrounds. Will be addressed in the future.
- Action items: none immediate.

Website (Rick):

- Updates: Prior to the meeting Rick emailed the Board website info, including usage statistics. Time constraints did not allow for Rick to present the information to the Board.

Social (Open):

- Updates: nothing to report

Communications (Open):

- Updates: As noted, Danielle Thrush has resigned her position as Communications and Welcoming. Some residents have expressed an interest in taking this over. The appointment(s) will be addressed at or after the annual meeting in January 2015.
- Action Items: none

Annual Meeting:

- The required annual meeting of the Hidden Valley Development is scheduled for Tuesday, January 20 at 8:00pm.
- Dave Thiede was asked to once again prepare the postcard that needs to be mailed out to the residents. The postcard meets by-law requirements that the membership be informed of the meeting 15 days prior to the scheduled meeting date. Dave to provide Rick a copy of the postcard so that the information may also be placed on the website.
- Nominating team – while the by-laws state that a nominating team is to be in place, no Board member could recall the last time any nominating team was formed. Members will be allowed to submit nominations from the floor at the annual meeting as no formal nominating team will be in place for this election cycle.
- Election – the Articles of Incorporation state that the number of directors on the Board shall be nine, and that there shall be three such directors up for election each year. Again, no Board member could recall the last time a Board election took place. As the current shortage of Board members indicates, filling the empty spots and getting people to run has proven difficult. The final election process wasn't finalized until days after this meeting. In an effort to reboot the election process Steve Weber proposed the following; To place each Director into an election cycle, year 1-2 or 3. Those serving on the Board the longest would be first up for election. As such those Directors up for election at the 2015 annual meeting (year 1) will be Dave Thiede, Dana Frey, and Russ Eigenheer. Year 2 elections (2016 annual meeting) will consist of Brian Bluhm, Steve Weber and Rick Fryar. Those up for election in year 3 (2017 annual meeting) will be Greg Oldenkamp and the two vacancies.
- Subsequent to this meeting it was also decided that the elections are for electing the Directors, not the positions. The positions will be assigned at the Board meeting subsequent to the annual meeting.
- Motion to approve the methodology for reinstating the election process was approved.
- Discussion was also held on election process at the annual meeting. Each home in attendance is allowed one vote (per covenants), not one vote per person. Owners must sign in at the annual meeting and they will receive a ballot packet which will cover elections and any other issues brought forth for a vote.

Old Business:

- No old business discussed

New Action Items:

- ACC: Dana to correspond with resident to establish a mutually agreed upon date for a special meeting to hear the appeal to the ACC denial.
- Violations: Dana to send a violation letter to homeowner who is currently displaying construction signage.
- Annual Meeting:
 - Dave to create a postcard to be mailed 15 days prior to the January 20th meeting. Postcard is official notification of said meeting.
 - Steve to create an election packet, to be given to each home represented at the annual meeting.
- Grounds: Brian will still try obtain another bid(s) for lawn maintenance for 2015.

New Business:

- No other new business matters brought up.
- The next Board meeting will not be until 2015, most likely after the annual meeting. Meeting date will be determined at a later time.

Move to adjourn at 9:45pm

Respectfully submitted,

Greg Oldenkamp
HVHA Secretary