

**HIDDEN VALLEY HOME OWNERS ASSOCIATION
BOARD MEETING OF JUNE 12, 2014
MINUTES**

Call to Order:

- Meeting called to order at 7:05 pm by President Steve Weber
- Attendance: Board members; Dave Thiede, Dana Frey, Greg Oldenkamp, Steve Weber, Russ Eigenheer, Rick Fryar, Brian Bluhm, Danielle Thrush and ACC representatives; (Darcy Wall)
- Steve asked for agenda to be approved, so moved.

Residents Forum (Steve):

- Steve read two emails into the minutes, submitted by HV residents.
 - Resident Sue Stoner made specific inquiries with regards to the Board's policy of assigning a \$1 collection fee (in addition to interest) to past due association dues (notices). In addition she questioned the Board's interpretation of having a non HV homeowner on the association's Board. Steve sent a response outlining that the collection fees were and have been in place for some time (and were re-affirmed – see treasurers report) and that the Board has interpreted the Articles of Declaration to allow for a non-homeowner resident to be on the Board.
 - Resident Dina Blummer requested that the Board take action on a dead maple tree that is in their cul-de-sac island. Brian, in his report, addressed that he will take out the tree next week. He asked that Steve in his response to Dina ask her for her opinion on what kind of replacement tree that she would like.
 - Danielle reported that she had a neighbor make the comment that there appeared to be animal baiting in her cul-de-sac, with chicken skin apparently being left out on purpose. Nothing further to report.
 - Neither resident was present during the resident's forum.

Administrative Housekeeping (Steve):

- One Board position remains unfilled, the Social Activities position.
- Older minutes, from the annual meeting, still need to be submitted and posted to the website.
- No other housekeeping issues brought forth.

Secretary Report (Greg):

- Minutes from prior month were emailed to each board member prior to the meeting.
- Rick has posted April minutes to website.
- Greg requested Board clarification with regards to specific issues and as to how they should be presented in the official minutes. The following general guidelines will be followed.
 - Nay votes: the minutes will reflect the member(s) voting nay.
 - Motions: no need to identify who makes and seconds each motion.
 - Resident identification: residents will be identified by name in the minutes when they attend the meetings or when they send inquiries specifically to the Board. When

discussing a homeowner with possible covenant violations or other issues, only homeowner address will be identified, if deemed necessary.

- Approval: reaffirmed that the Board will normally approve the minutes by email.
- Motion to approve May minutes as revised accepted unanimously.

Treasurer Report (Dave):

- Financial reports were mailed prior to the meeting.
- Account balance as of 6/12/14 = \$25,027.94 (\$14,898.80 savings and \$10,129.14 checking)
- Dues collection: 91.7 % of dues collected. 19 homes remain and Dave will continue his routine of following up with delinquent home owners. Board reaffirmed that assessing an additional \$1 for collection fees on past due notices (first notice) and may be increased or added to if other means are needed to guarantee collection. Motion made and carried.
- Dave reimbursed 3 residents a total of \$88.22 for flowers for mail box surrounds.
- Motion to approve treasurer's report: approved as submitted.

ACC (Architectural Control Committee (Dana))

- Review of requests and actions: 3 request for approval.
- No other issues reported.

HVHA Homeowner Violation(s) and Contacts (Dana)

- Log of reported issues:
 - Dana listed one issue; she intends to email one owner about moving the jet skis that have been parked all summer next to their garage.
- Violation status: no violation status updates.

Grounds Maintenance (Brian):

- Warner's: general update, they've been emailed 3 times (two responses) to discuss outstanding issues; island maintenance (blowing out) being the main issue as well as a complete understanding of what our expectations are.
- We've received April and May invoices. Request is to hold May invoice until outstanding issues are resolved, pay April invoice as submitted. Motion submitted and carried unanimously.
- Tree removals. Brian will remove the dead maple tree on 74th Street that was addressed in the resident forum as well as other dead island trees (as identified by HVHA). Brian will obtain quotes for what new tree plantings would cost.
- Steve voiced again a desire to create a master plan for each of the association's islands. Master plan would address issues of total costs, maintenance, repairs, dead plantings, replacement trees a/o plantings, water issues and island conformity throughout the entire association. Master plan would also assign priority status to each of the islands. Brian has suggested an owner survey might be useful to gather information as to what owners would like to see in their islands. Brian will look at using Survey Monkey for a basic owner survey. Dave will send Brian his SM account information.
- Brian will get some general quotes regarding plantings for the islands.
- Brian gave a recommendation on the fungus that is evident on some of the island pine trees. Based on no guarantee that the treatments will work, and based on the cost (\$375 annually),

the recommendation is to let it go, and then if trees die, replace them at that time. Motion was made to forego the suggested treatments, motion passed unanimously.

- Homeowner letter regarding mowing along Hinton Avenue was sent out Saturday 6/7. Still early but no homeowner response.
- Monuments and lights. Graffiti on 73rd Street to get addressed once temperatures get warmer. 72nd Street monument needs to have lighting issues addressed. Dave will attempt to ascertain issue of lights at 72nd Street monument.
- Action Item: Board to develop a master plan for future issues with all of the associations islands. Dave to examine lighting issues on 72nd Street monument. Brian to follow up with Warner's with regards to dissatisfaction with the spring island maintenance. Brian to develop a homeowner survey with regard to island issues.

Physical Assets (Russ):

- Updates: No specific quotes received for staining of HV mailbox posts. Russ suggested that if we go with student/college workers that \$18 per post as reimbursement for post staining. 12 posts need staining. Board asked Russ to follow up with a contractor quote for staining and suggested Home by Home Painting (Andy Klein) as a possible contractor. No further action was taken on the staining as discussion went towards HVHA liability with student or volunteer help. Board volunteers may be another answer to the staining, but nothing was decided at this meeting.
- Need to review posts and surrounds for winter damage and estimate a cost for repair.
- Pain peeling on mail box surrounds. Steve to supply Russ with name and number of person who painted surrounds last year for potential warranty work.
- Need cost estimate for actual cost of mailbox repainting (not surrounds or posts).
- Action item: Russ to follow up on the following; get contractor quote(s) on staining, follow up on winter damage assessment on HV posts and surrounds and estimate costs to fix, follow up with warranty work from last year's surround painting.

Website (Rick):

- Updates: Rick will set up a Survey Monkey plugin for the website.
- Resident email system. Rick explained that GoDaddy is marked as spam so when our website is updated automatic posts are largely not received but instead are blocked.
- Brian looked up that Vertical Response was free for email lists less than 1,000. Rick will look into switching.
- Greg and Danielle need to have their Board biographies put up on the website.

Social (Open):

- Updates: nothing to report
- HV annual picnic: while there was general Board interest in hosting a HV picnic, the general consensus that a summer date would not work and that we should look towards a fall date. Motion was made to put picnic information into the survey that Brian is preparing regarding the islands. Motion passed unanimously.

Communications (Danielle):

- Welcome booklets: Danielle received welcome booklets from the City of Cottage Grove that she will be giving to new home owners.
- Board reinforced that we want the pertinent covenants added to the welcome basket and also suggested that we add a development map as well as neighborhood specific information such as trash days, HVHA website and email contacts.
- Danielle requested from Dave a list of homeowners going back that should receive the basket.
- Fox status – Steve has recommended that we post Board policy and position regarding any fox or other wildlife activity on our website and on Next Door.
- Action Items: Danielle to continue refining contents of the welcome basket. Dave to give Danielle a list of recent new homeowners that should receive a welcome basket. Website to be updated regarding HVHA responses to wildlife activity (Steve or Rick?) as well as post to Next Door.

Old Business:

- Insurance renewal. Board agrees to renew as one combined policy with \$2M of coverage for general liability and Director & Officer policy, at premium of \$1032 annually. Board is tabling discussion on EPLI until next meeting and has requested further information on the \$25,000 board indemnity policy at an annual premium rate of \$106.
- Steve to still submit annual meeting minutes to the Board and website.

New Action Items:

- Several new action items with regards to grounds.
 - Brian to contact Warner's and inform them that we are not satisfied with the level of spring cleaning that was performed on the islands.
 - Brian to remove dead tree in 74th Street cul-de-sac and other trees as they are identified.
 - Brian to research and get general quotes for costs on tree replacements and general plantings for the islands.
 - Master plan needs to be created for all HV islands.
 - Graffiti on 73rd Street monument to be cleaned once weather is warmer.
 - Brian to set up homeowner survey requesting input as to the islands. Added to the survey is a request to include plans for a fall HV picnic
 - Dave to research lighting issues with 72nd Street monuments
- Rick to research and come up with an alternative to Go Daddy email service. Vertical Response was one recommendation that Rick will look into.
- Greg & Danielle need to submit biographies for the website.
- Dave to give Danielle a list of new homeowner to HV so they can receive welcome baskets.
- Dana(?) to get further information on Board Indemnity policy. Confirm annual rate, confirm who and what is covered by this specific policy.
- Rick a/o Steve – post HVHA wildlife policy to both our website and Next Door.

New Business:

- No other new business matters brought up.
- Next meeting scheduled for Wednesday July 23, 2014

Move to adjourn at 9:45pm

Respectfully submitted,

Greg Oldenkamp
HVHA Secretary