



**Hiddenbrooke Property Owners Association, Inc.**  
**Open Board Meeting Minutes**

Wednesday, January 15, 2020 – 7:30 PM  
Hiddenbrooke Golf Club – Brookside Room

- I. **Open Session:** Call to Order 7:30 PM by Board President, Jagdip Singh
- II. **Attendance/Introductions**
  - A. **Present Board Members:** Jagdip Singh – President, Chris Brittle – Vice President, Mike A. Nisperos Jr – Secretary and James Campagna – Member at Large
  - B. **Absent Board Members:** Dustin Bertolucci – Treasurer, Tim Moore and Allan Yeap – Members at Large
  - C. **OMNI Community Management:** Tonya Kalvass – Community Manager
  - D. **Committee Chairs and Guests:** None in attendance
- III. **Open Forum:** Members present commented on the lights at the I-80 Interchange that are not functioning.
- IV. **Board President's Report:** Director Singh reported that the HMD is working on the landscaping for the Parkway. The trash along the side streets near I-80 has increased. He is developing a list of street signs that need to be replaced by the City and will be sending it to OMNI for assistance.
- V. **Open Meeting Minutes:** Director Brittle motioned to approve the meeting Minutes for the Board of Directors Meetings on November 21, 2019 as presented. Director Singh seconded the motion and the motion carried.
- VI. **Committee Reports:**
  - A. **Hiddenbrooke Architectural Review Committee (HARC)** – Chairperson, Marcelline Mahern was not present. Director Brittle gave a report. He advised the Board that the committee is working with Kelly Moore paints on a color pallet for the community to allow owners to select from a set of colors if they choose. Director Brittle motioned to appoint Ernest Stockinger from Alternate to a regular member of HARC and Chris Brittle to move from a regular member to the Alternate. Director Singh seconded the motion and the motion carried.
  - B. **Welcome Center** – Chairperson, Ed Medina, was not present and had nothing to report. OMNI advised the Board that it is time to begin the process to obtain security company bids.
  - C. **Hiddenbrooke Maintenance District Advisory Committee (HMD)** – Birgit Rickert was not present and had nothing to report.
- VII. **New Business**
  - A. The Board reviewed the proposed collection policy with the change to the Late Fee amount from 10% to the flat fee of \$15.00 and the change in the grace period from 90 days to 30 days. Director Singh motioned to approve the draft with a few small changes. Director Brittle seconded the motion and the motion carried.
  - B. The Board requested legal advice for general notice distribution requirements under the Corporation's Code. OMNI will report back after discussions with the legal counsel.
- VIII. **Old Business:**
  - A. The Board reviewed the enforcement policy and schedule of monetary penalties as proposed. The Board unanimously agreed to send the policy as proposed to the membership for a comment period in April with the new assessment amount and the collection policy changes.
  - B. The Board announced that they have entered into an agreement with a new law

firm for legal counsel for HPOA matters. The new law firm is Berding Weil. The attorney we will be working with is Andrea O'Toole.

**IX. Financial Report:**

- A. Ratify the Review of the Financial Reports provided by OMNI Community Management as of November 30, 2019 as reviewed via email. Review the financial statements for December 31, 2019 as presented by T. Kalvass – OMNI. Director Singh motioned to accept the financials as summarized below; Director Brittle seconded the motion and the motion carried unanimously.
  - Operating accounts had a total balance of \$76,207.51,
  - Accounts Receivable totals \$136,065.99
  - Total YTD net income is \$2,000.04
- C. Comments on any large non-recurring expenditures or unusual bills. The Board reported there were no current large non-recurring expenditures. Office supplies, postage and printing expense is high due to mailing requirement for the revised governing documents.
- D. Summary of Accounts Receivable – There are 165 accounts that are over 90 days delinquent.

**X. Report from Closed Session –**

- A. The Board approved the minutes from the previous Executive Session Meeting.
- B. The Board reviewed the fine consideration log, assessed fines for non-compliance as summarized below:

**A. Member Discipline: Hearings & Fines from 01/15/20– Tonya Kalvass**

Meet & Confer hearings conducted	1
Fines assessed at 11/21/19 meeting	18
Homes in collection – Pro Solutions	2
Homes with Small Claims Court Actions – Allied Trustee	6
Judgments received since last Board Meeting	1

**A. CC&Rs Violation Summary 11/22/19 – 01/10/20 - OMNI**

Number of Fine letters sent	23
Number of violations on hold (New/Old)	12
Number of violations which were resolved	25
Recommended for fine (Closed Session Hearing)	19
Courtesy Notices sent	83
Next Site inspection drive for compliance	2/2/20

**XI. Upcoming Events and Future Agenda Items:**

Next Open Board Meeting is scheduled for Wednesday, February 18, 2020 at 7:30 PM in the Brookside Room at Hiddenbrooke Golf Club

**XII. Adjournment: The Board unanimously agreed to adjourn the meeting. at 8:28 PM.**

*M. A. Nigro*  
 Ratified by HPOA Board Member / Date 6/29/20