



Hiddenbrooke Property Owners Association, Inc.
Open Session Meeting Minutes
June 2, 2021 at 7:30 pm

Meeting held electronically via Zoom due to Stay at Home Health Orders

- I. **Call Meeting to Order:** The meeting was called to order at 7:30 pm.
 - a. **Verification of Meeting notice/Agenda**
 - b. **Establish a quorum - Attendance/Introductions:**
 - i. **Present Board Members:** Mike A. Nisperos Jr - President, Chris Brittle – Vice President, Laurie Foster- Treasurer, and Jagdip Singh – Secretary
 - ii. **Absent Board Members:** James Campagna – Members at Large
 - iii. **OMNI Community Management:** Noelle Richards & Tonya Kalvass, Community Managers
 - iv. **Invited Committee Chairs and Guests:** Marcelline Mahern (HARC Chairperson), Byrne Conley (HMD Chair), Chuck Cochongco (Welcome Center)
 - c. **Announcements:** The Board of Directors election is scheduled to be held on June 30, 2021, at the Annual Meeting.

- II. **Open Forum:** No members approached the Board with comments not listed on the agenda.

- III. **Meeting Minutes Approval:**
 - a. **April 21, 2021 Board Meeting Minutes-** Director Foster noted edits and additions that should be made to the minutes from the April 21 meeting. Director Brittle motioned to approve of the minutes with Director Foster’s edits and additions applied. Director Nisperos seconded the motion, which was approved unanimously.

- IV. **Committee Reports**
 - a. **Committee Member Reports: Welcome Center** – Mr. Cochongco expressed no updates available for security at the Welcome Center. Director Brittle extended a thanks to the former manager for his service.
 - b. **Hiddenbrooke Architectural Review Committee (HARC)** – Chair Marcelline Mahern reviewed the latest list of projects acted on by the Committee.
 - c. **Hiddenbrooke Maintenance District Advisory Committee (HMD)** – The report was prepared by Chair Conley and shared with the membership on the status of weed abatement and fire breaks in addition to tax breaks for the community.
 - d. **Welcome Committee-** Director Foster reported that there were 26 new Owners in the Association for the 2021 calendar year-to-date. The committee plans to discuss returning to in-person contacts with new Owners in light of the Public Health Order lifting on June 15.
 - e. **Golf Course Sale – Update** – Director Brittle reported that the golf course’s new owner, Terry McGrath, was invited and plans to attend the Annual Meeting on June 30, 2021.

V. Financials

- a. The Board reviewed and accepted the April 2021 Interim Financial Report as presented by OMNI Community Management.
 - i. Operating accounts had a total balance of \$92,720.99
 - ii. Accounts Receivable totals \$119,465.48
 - iii. Total YTD Net Income \$36,096.73
- b. There were no comments on any large non-recurring expenditures or unusual bills.
- c. Summary of Accounts Receivable- There is a total of 129 accounts over 30 days delinquent.

VI. Report from April 21, 2021 Executive Session

- a. Member Discipline: OMNI Report
 - i. Hearings conducted: 42
 - ii. New Fines Assessed: 30
 - iii. Collection Actions: 0 Small Claims

VII. OMNI Community Management: Report

- a. Compliance Site Inspection – April & May 2021
 - i. Courtesy Notice Report: 244 Sent
 - ii. Resolved Violations Report: 18 Violations Resolved
 - iii. Violations on Hold: 12 Violations on Hold

VIII. Old Business:

- a. **Welcome Center Cleaning Attendant-** The Board has contracted a monthly contract for a cleaning attendant during the June 2 Executive Session.
- b. **2021 Election Rules-** Director Singh motioned to approve of the election rules, pending amended numbering system proposed by Director Brittle. Director Foster seconded the motion, which carried.
- c. **Upcoming Election**
 - i. **Candidates for Board Election-** There were five (5) applications received prior to the deadline. The list of candidates will appear in the ballot package. *Post Meeting Update: a sixth (6) valid application was found and thus the ballots contained six candidates.*
 - ii. **Set Voting Deadline-** The deadline for ballots to be received for the Annual Meeting is June 28, 2021 at 4:00pm.
 - iii. **Mailing/Emailing of Ballots-** Ballots to be emailed to Owners with an email address on file, all others to be mailed on June 8, 2021. Some Owners expressed concerns about voter fraud and the lack of a secret ballot. The Board agreed to include an option for a secret ballot, however the method will be via Owner designation on an outer envelope at the Owner's expense.
- d. **Annual Notice Distribution-** Annual Budget Disclosure Notice to be mailed and emailed on June 8, 2021. This package will include the ballots and Election Rules approval notice.
- e. **Annual Meeting Plans-** Annual Meeting to be held electronically via Zoom on June 30, 2021 at 7:30pm.

- f. **Quarterly Statements-** Discussion on the sending of Quarterly Account Statements was tabled until the July Board of Directors meeting.
- g. **New Bennington Crosswalk-** The installation of a new crosswalk on Bennington was approved by the City. A work order is in progress to have this work done.
- h. **Painting Inspection-** The OMNI Compliance Inspection Team noted homes in need of paint during the May inspection and sent courtesy notices to those homes most in need of work.

IX. New Business:

a. **Members in Good Standing**

- i. **Special Executive Session/Hearing in June-** The discussion on Members in Good Standing is tabled for the July Board of Directors meeting.
- ii. **Repairs to Hiddenbrooke Street Signs-** Director Singh to provide a list of signs in need of repair or replacement to OMNI. The OMNI Compliance Inspection Team will then obtain photos and locations of all remaining signs in need of repair.
- iii. **New Board Member Training-** Board Members elected on June 30, 2021 to attend training sessions with OMNI and the Association's attorney.
- iv. **Superior Court Refund Process-** OMNI Community Management to research the status of the outstanding \$185 owed to the Association.

- X. **Adjourn Meeting:** The meeting was adjourned at 8:28 PM to continue Executive Session.

Andre Crisp

08 / 03 / 2021

Ratified by HPOA Board Member Date