



Hiddenbrooke Property Owners Association, Inc.
Open Session Meeting Minutes
July 20, 2022, at 7:30pm
Meeting held electronically via Zoom

- I. Call Meeting to Order:** The meeting was called to order at 7:33 pm.
- a. **Establish a quorum - Attendance/Introductions:**
 - i. **Present Board Members:** Laurie Foster, Robert Schussel, Joseph Joslin, James Campagna, and Troy Killorn
 - ii. **OMNI Community Management:** Jenn Crocker, Community Manager
 - iii. **Invited Committee Chairs:** Byrne Conley (HMD Chair), Marcelline Mahern (HARC Chair), and Chuck Cochongco (Welcome Center)
 - iv. **Absent Committee Chairs:** Byrne (HMD Chair) - excused
 - b. **Announcements:**
 - i. The Social Committee and the Hiddenbrooke Golf Club will co-sponsor the National Night Out Celebration on Tuesday, August 2nd. Details will be available soon, so please mark your calendars as there will be food, drinks, and games.
 - ii. Reminder – short-term rentals (Airbnb – VRBO) are not allowed in Hiddenbrooke.
 - iii. Please provide your email address to OMNI so that we can communicate with you in the easiest and least expensive manner.
- II. Open Forum:** A homeowner asked about the potential of roundabouts being installed in the community and how emergency vehicles would be able to handle that. A homeowner thanked Board President, Laurie Foster, for her work on helping to remove a POD storage unit that was being stored in the association without approval.
- III. Committee & Guest Reports**
- a. **Welcome Center Report** – Chuck Cochongco, Committee Chair, announced that the Welcome Center renovations have been completed. Chuck also advised everyone that he has alerted security that the mailboxes have been tampered with recently and asked that everyone be mindful about picking up their mail on a daily basis. A discussion was held about the access to the emergency vehicle road along St. Johns Road. The HMD Committee may need to research this road to see if access can still be granted.
 - b. **Hiddenbrooke Maintenance District Advisory Committee (HMD)** – Director Foster provided the HMD report on behalf of Byrne Conley. There are delays with the Parkway landscaping project. We hope to have progress on that project soon. HMD is working on getting a second Flock security camera installed at the entry and is researching options for an additional Stop sign at the intersection of Songwood Rd. and Bennington Dr. The Committee is looking at the possibility of having the City take over maintenance of more of the large neighborhood ‘monument’ signs. Nothing has been decided yet on that topic.

- c. **Hiddenbrooke Architectural Review Committee (HARC)** – Ms. Mahern notified the Membership that 19 applications were reviewed at the July 20th HARC Meeting. Of those applications, fourteen were approved, one was denied, and four are pending. The Committee also welcomed three new members that were appointed at the Annual Meeting. The next HARC Committee meeting will be August 10th.
- d. **Welcome Committee-** Director Foster informed the members that the Committee has met with four new owners in the past month. There have been 35 new owners in the first 6 months of 2022. The Committee is meeting new owners in person again. The Committee doesn't want to contact people while they are still in the process of moving. Moving can be very hectic. The committee will give them some time to unpack and get settled before making contact.
- e. **Social Committee-** Director Foster reported that the Social Committee will be hosting National Night Out with the help of the Golf Club, on August 2nd. The event will have a music, food, and drinks. Tickets are currently available online for purchase.

IV. Financials

- a. The Board reviewed and accepted the June 30, 2022, Interim Financial Reports as presented by OMNI Community Management.
 - i. Operating accounts had a total balance of \$163,438.86 as of June 30, 2022
 - ii. Assessments Receivable totals \$58,674.22
 - iii. Total YTD Net Income \$37,881.43
- b. Collections Summary
 - i. Current Number of Delinquent Accounts: 123
 - ii. Current Delinquency Balance: \$58,674.22
 - iii. The Grove Delinquencies: 73
 - iv. Current Grove Delinquency Balance: \$52,695.00
 - v. Accounts Sent to Collections in June: 3

V. Report from June 22, 2022, Closed Executive Session

- a. Member Discipline: OMNI Report
 - i. Hearings conducted: 14
 - ii. New Fines Assessed: 10
 - iii. Collection Actions: 3

VI. OMNI Community Management: Report

- a. Compliance Site Inspection – June 24, 2022
 - i. Courtesy Notices: 152
 - ii. Resolved Violations: 15
 - iii. Violations on Hold: 4

VII. New Business:

- a. **Re-Organization of the Board-** Board members discussed the Board

positions and who would be the best fit for each position. Director Foster made a motion that the current positions continue as is (Laurie Foster President; Robert Schussel Treasurer; Troy Killorn Secretary; James Campagna Director at Large) with Joseph Joslin taking the open position of Vice President. Director Joslin seconded the motion. The motion carried.

- b. **Proposed Change for HMD Invoicing-** The Board discussed the possibility of the HPOA Treasurer handling HMD invoicing as of August. The Board agreed this will simplify the accounting support needed from our management company. This includes (a) purchase of equipment and furniture for the Welcome Center, (b) purchase of Pet Waste Bags, and (c) the cleaning service for the Welcome Center. The possibility of this invoicing change will be explored.
- c. **Short Term Rentals Fine Increase-** The Board informed the membership that they voted at the June Executive Session meeting to increase the fine amount for Airbnb rentals to \$100 per day for each day of an active listing. The purpose behind the change is to discourage people from listing their homes on the Airbnb website, or VRBO, as this is not allowed per the Governing Documents. A higher fine amount may keep owners from violating the rules.
- d. **Insurance Renewal 2022/2023-** The Board discussed the previously approved insurance renewal presented by O’Kane & Tegay. The renewal cost was lower than the previous year at \$13,888.47. The Board needed to approve this renewal prior to the meeting as the expiration date was July 20th. New insurance forms will be available to all owners on the Hiddenbrooke website and the Resident Portal through the OMNI Community Management website.

VIII. **Adjourn Meeting:** The meeting was adjourned at 8:21 p.m.



08 / 30 / 2022

Ratified by HPOA Board Member Date