



Hiddenbrooke Property Owners Association, Inc.
Open Session Meeting Minutes
July 19th, 2023, at 7:00pm
Meeting held electronically via Zoom

- I. Call Meeting to Order:** The meeting was called to order at 7:03 pm.
- a. **Establish a quorum - Attendance/Introductions:**
 - i. **Present Board Members:** Laurie Foster, Robert Schussel, Joseph Joslin, and Ed Thomas
 - ii. **Absent Board Members:** James Campagna
 - iii. **RealManage Present:** Jessica Guerrero
 - iv. **Committee Chairs Present:** Marcelline Mahern (HARC Chair)
Chuck Cochongco (Welcome Center), Byrne Conley (HMD Chair)
 - v. **Absent Committee Chairs:** None
 - b. **Announcements:**
 - i. Hiddenbrooke Board Meetings will now start at 7pm
 - ii. HARC - Reminder - Don't do projects without HARC approval. HARC approval is needed for changes, improvements or enhancements to your house, fencing or yard. The Guidelines, CC&R's & HARC applications are on hiddenbrookeonline.org.
 - iii. Please provide your email address to RealManage so that we can communicate with you in the easiest and least expensive manner.
 - iv. There are 4 sub HOA's in Hiddenbrooke - The Village, Reflections, Fairway Villas and The Summit. If you are in a sub HOA you are also in HPOA with annual dues.
 - v. Please keep your fences in good repair and keep the stained, Please see the "Fence Stain Guidelines" on the HARC page on hiddenbrookeonline.org
 - vi. HPOA correspondence is mailed from our manager, RealManage, in Dallas Texas. Please read all correspondence from HPOA that comes to you in your mail.
 - vii. Hiddenbrooke Food Bank Program -(Nancy Foo)
 - viii. Board Officers 2023-2024- Election results were announced at our Annual Meeting 6/21. The new Board met in Executive Session 6/28 and voted on the officers for this coming year: President - Bob Schussel; Vice President - Joseph Joslin; Treasurer - Laurie Foster Secretary - Ed Thomas and Member-at-Large - James Campagna
 - ix. National Night Out - August 1 - Hiddenbrooke Park, The Social Committee will host a National Night Out event at the park at the end of Alder Creek on 8/1 at 6pm. We'll have a Food Truck, music, and games to play. Please join us & visit with your neighbors. Members of the Board and Committee chairs will be

- attending and able to answer your questions
- x. Discussion by Chair of HARC Marcelline Mahern- The 'Focus Topic' for July is 'Xeriscape Projects'. HARC has received many xeriscape applications in recent weeks. Marcelline will explain the rules for these projects, with examples of some very successful xeriscape projects. **Resident will be given an opportunity to ask questions**
 - xi. The Grill now called the Pub at the Golf Course is offering a Taco Night for Hiddenbrooke residents on Tuesday, July 25 date from 6-8PM

II. HARC Committee- Xeriscape Presentation

- a. Marcelline Mahern & Gilbert Solorio present the HARC Process for Xeriscapes in HPOA

III. Meeting Minutes Approval:

- a. The Board reviewed the June 15th, 2022 Annual Meeting Minutes, as well as the May 17th, 2023 Regular Session Minutes. The Board made a motion to approve the June 15th, 2022 Annual Minutes and the May 17th, 2023 Regular Minutes, as presented by RealManage. Motion was seconded and approved 4-0

IV. Committee & Guest Reports

- a) **Welcome Center** - report by Chuck
There was a theft incident where Flock cameras helped to quickly locate the vehicle involved. Chuck is working closely with Allied Universal to improve our security, including regular reports sent to Chuck. The Allied contract will increase in July.
- b) **HMD** -- report by Byrne Conley
The Parkway Project started Jan 30th and will be done in early September. There will be a warranty on all of the plants and the irrigation system is already put in. There has been minimal change orders. The left over funds will go back to the HMD Fund. There likely will be no leftover plants.
- c) **HARC** -- report by Marcelline Mahern
HARC met on May 3 with a very light agenda. A few projects were approved or additional information requested.
- d) **Welcome Committee** -- report by Laurie Foster
We have an average of new escrows a month over the last year. The committee greets new owners with a wine gift and a folder of helpful community information.
 - a. **Social Committee** -- report by Laurie Foster
The Social Committee is currently working on National Night Out, which will be at the park at the end of Alder Creek, and the city has a communication form for requests regarding fire truck requests. A yard sale in October, and decorating contest is in December.

V. Financials

- A. The Board reviewed the June 2023 Financial Report.
A Motion was made to approve the June 2023 Financial report as presented by RealManage. Motion was seconded and approved 4-0

Operating account had a total of \$ 167,971.00 as of March 31st, 2023
Assessments Receivable totals \$103,785.00
Total YTD Net Income \$121,981.00

- a. Collections Summary
 - Current Number of Delinquent Accounts: 18 in collections
 - Current Delinquency Balance: \$118,829.10
 - The Grove Delinquencies: 83
 - Current Grove Delinquency Balance: \$64,091.75
 - Accounts Sent to Collections in March: 3

VI. Report from April 26th, 2023 Closed Executive Session

- a. Member Discipline: RealManage Report
 - i. Hearings Called: 10
 - ii. Hearing Conducted: 1
 - iii. New Fines Assessed: 9
 - iv. Collection Actions: 0

VII. New Business:

- a. Communication Preference Update- Ed's Proposal (see proposal breakdown at bottom of Agenda): The Board reviewed Ed's proposal to broaden all of the Committees that would be a combination of the Social and Welcome Committee. No action at this time, as the Board had conflicting ideas, which resulted in Ed Thomas rescinding his proposals.
- b. New Community Outreach- Ed's Proposal (see proposal breakdown at bottom of Agenda): The Board reviewed Ed's proposal for getting homeowners to provide their emails. Questions regarding Ed's proposal were asked, as well as what the process would be in getting homeowners to provide their email address and the marketing of it.
The Board made a motion to create a Communications Committee,
Moved, Seconded, not approved 2-2.

VIII. Open Forum:

The Open Forum was held.

- IX. Adjourn Meeting:** The meeting was adjourned at 9:05 p.m.

Robert Schussel PhD. 10 / 18 / 2023
Ratified by HPOA Board Member Date