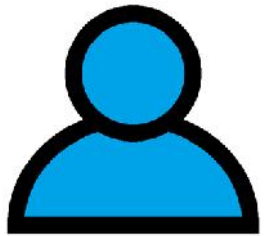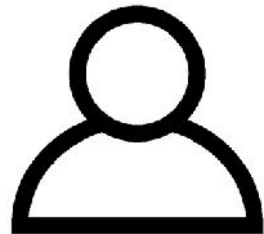# 2022 Year In Review

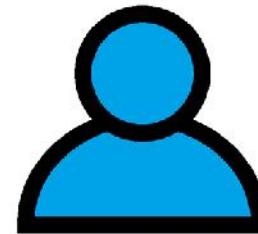# President's Statement – Your Board

Eric Cangemi
Treasurer

Kristin Leveto
Vice President
(departing)

Clive Bayliss
President

Matt King
Secretary

Chris Gray
Member At Large

President's Statement – Need for Committees

- Hiddenbrook Homes Association is managed by the Board of Directors
- Board positions are all volunteer positions
  - Board members are only able to commit a finite amount of time per month
- Board has set up committees to assist with the work load
  - Architectural Review Committee
  - Communications Committee
  - Clubhouse Committee
  - Activities Committee

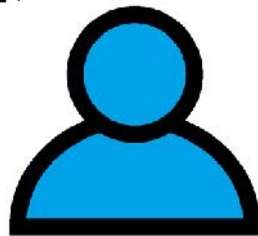# President's Statement – The Committees

ARC
(Architectural Review Committee)

Clive Bayliss
Liaison

Clive Bayliss
Acting Chair

Clubhouse /
Facilities Committee

Eric Cangemi
Liaison

Eric Cangemi
Acting Chair

President's Statement – The Committees

Communications
Committee

Activities
Committee

Chris Gray
Liaison

Chris Gray
Acting Chair

Eric Cangemi
Liaison

Eric Cangemi
Acting Chair

President's Statement – ARC

- ARC
  - Help define architectural guidelines and policies
  - Review architectural change applications
  - Assist with annual inspections

President's Statement – Clubhouse Committee

- Clubhouse and facilities
  - Help define clubhouse policies
  - Report maintenance issues
  - Help create RFI/RFP for repair and replacement work
  - Operate clubhouse rental program

President's Statement – Comms Committee

- Communications
  - Help define communications policies
  - Publish notifications of activities, events and important updates
  - Create articles and content for monthly newsletter
  - Design and layout monthly newsletter
  - Maintain Hiddenbrook Homes website

President's Statement – Activities Committee

- Activities
  - Develop and run social activities for the community

President's Statement – Need For Volunteers

Lots of great ideas to improve the Association
but we need help to make them reality

President's Statement – Year of Change

- Change of Management Company

Spectrum Management   ➡   Sequoia Management

- Change of Board Members

Two Board
Vacancies   ➡   Chris Gray
Eric Cangemi

President's Statement – Discovery

- Board and new management company have established a strong and effective working relationship

- Change of Management Company resulted in a review of processes and policies of the Association

- Identified out-of-date or missing policies

- Board has created a plan to address these in 2023

Treasurer's Report

Treasurer's Report

- Actuals 9.5% over budget ($6.7k). Drivers for divergence as follows:
  - Facilities repair & maintenance ↑ $5.1k
  - Management company ↑ $1.5k
  - Landscaping ↑ $1.4k
  - Administration costs ↑ $1.4k
  - Insurance costs ↑ $1.0k
  - Lower than expected legal fees reduced total overage ↓ $3.2k

- Dues increased by $23 to $193 (↑ 13.5%)
  - Costs increased due to inflation
  - Required clubhouse/facilities maintenance ↑ $3,500

- Reserves fully funded

Architectural Review Update

ARC – Committee Status

- Chair is a board member
- Committee comprised of 3 board members and 1 non-board member

- Monthly meetings held on the 2nd Tuesday of each month
- Plan to continue same schedule in 2023

- **Committee needs volunteers!**

ARC – Achievements for 2022

- 65 ARC applications processed in 2022
- Annual ARC inspections performed
  - 304 violations identified, of which 74% have been resolved

- Revision of ARC guidelines initiated and currently in progress

- Performed color survey of all homes in the community in preparation for re-establishment of a color palette

ARC – Plans for 2023

- Annual inspections

- Complete revision of the ARC guidelines

- Explore options to "baseline" homes against ARC guidelines

- Explore options to enable higher compliance of outstanding violations

Clubhouse / Facilities Update

Clubhouse – Committee Status

- Board member is acting as Chair
- Two additional members who have stated their desire to retire

- Held ad-hoc meetings in 2022 due to limited agenda
- Plan to have a published meeting schedule in 2023

- **Committee needs volunteers!**

Clubhouse – Achievements for 2022

- Recommenced rentals
- Developed an updated rental policy

- Established a cleaning contract
- Fixed drainage issues

- Performed first Tot-Lot (play area) annual inspection
- Change dog waste collection vendor and installed new stations

Clubhouse – Plans for 2023

- Resolve outstanding maintenance items

- Replace door locks

- Develop renewal plan for tot lot / playground

Communications Update

Communications – Committee Status

- Chair is a board member
- Only one other member who has stated their desire to retire

- All articles for newsletter written by Board members

- No meetings held in 2022 due to limited participation

- **Committee needs volunteers!**

Communications – Achievements for 2022

- Published monthly newsletters

- Maintained Hiddenbrook Homes Website

Communications – Plans for 2023

- Seek new volunteers for committee roles (newsletter content creators, and newsletter designers)
- Determine future of newsletter
  - If new volunteers are forthcoming
    - Generate enhanced and relevant content for newsletters
    - Provide timely reminders/survey requests for interest (Aqua Aerobics, events, Pool reminders, School reminders, cleanup reminders)
  - If there are no volunteers
    - Consider ending the newsletter or moving to a quarterly publication
- Review communications methods and establish a communications plan. Current methods include: MOKO App, Sequoia Cinc, Hiddenbrook Homes website, email blasts, Facebook.

Activities Update

Activities – Committee Status

- Board member is the Chair
- Two additional members

- Held ad-hoc meetings in 2022 due to limited participation
- Plan to have a published meeting schedule in 2023

- **Committee needs volunteers!**

Activities – Achievements for 2022

- Re-establishment of the activities committee

- Performed survey of community to determine types of events desired

- Organized and held an Oktoberfest party in parking lot
- Organized and held a winter party and cookie exchange
- Initiated a Friday night game-night at the clubhouse

Activities – Plans for 2023

- 2023 Oktoberfest party
- 2023 Winter party

- Plan additional events and activities

Lots of exciting initiatives for 2023

Volunteers needed to help make them reality