

# HIDDENBROOK HOMEOWNERS ASSOCIATION MONTHLY MEETING

**Board Meeting-** February 20,2018 Meeting called to order at 7:34pm

## **Attending:**

<b>HOA Board Members</b>	<b>HOA Members</b>	<b>S&amp;T Members</b>
President – Joan Koss	Charles Roswell	Marcel VanVierssen
VP- Chaz Holland		Neal Jarvis
Sec.- Paige Dyer		Matt Pickworth
Treasurer- Pam Spencer		
At-Large- Kristin Leveto		
Prop. Manager- Lisa Cornaire		

## **February Monthly Meeting**

**Motion to approve the agenda:** Unanimous with the addition of Tennis Only memberships under “Old Business”

**Motion to approve the December 2017 minutes:** Unanimous with minor changes

**Motion to approve 2018 Annual HOA annual meeting minutes:** Unanimous with minor changes

**Motion to Approve the 2018 Annual S&T meeting minutes:** Unanimous with minor changes

## **HOA Member Open Forum**

No comments

## **S&T Open Forum**

Neal and Marcel may bid on some used lane lines that are up for auction from the Herndon Community Center.

## **New Business:**

Nominations/Appointment of Board Positions

President: Joan Koss was nominated for the position.

Vice-President: Chaz Holland was nominated for the position.

Secretary: Paige Dyer was nominated for the position.

Treasurer: Pam Spencer was nominated for the position.

Member at Large: Kristin Leveto was nominated for the position.

Motion to approve all positions was unanimous.

## **Committee Chair Appointments**

**Activities:** position remains vacant

**Pool:** Marcel VanVeirssen volunteered to continue as chair. Motion to approve was unanimous.

**ARC:** Jason Wenrich was nominated. Motion to approve was unanimous.

**Communications:** Kristin Leveto volunteered to continue as chair. Motion to approve was unanimous.

**Tennis:** Charles Roswell volunteered to continue as chair. Motion to approve was unanimous.

**Finance:** Craig Graby was nominated to continue as chair. Motion to approve was unanimous.

**Clubhouse:** Pam Spencer volunteered to continue as chair. Motion to approve was unanimous.

**Newsletter:** position is vacant

## **Committee Liaison Appointments**

Activities: Joan Koss

Pool: Paige Dyer

ARC: Joan Koss

Communications: Kristin Leveto

Tennis: Chaz Holland

Finance: Pam Spencer

Clubhouse: Pam Spencer

Motion to approve all appointments was unanimous.

## **Committee Reports**

### **Activities**

A yoga instructor has been lined up to offer a class on Wednesdays at 6pm. A last call to register notice will be sent out. If enough participants do not register the class will be cancelled.

A CPR class will be held in the clubhouse March 4<sup>th</sup>.

A Winter Doldrums adult Social will be March 2<sup>nd</sup> in the clubhouse beginning at 6:30 pm. Attendees should bring a snack to share and BYOB.

### **Pool**

Casey will return again as pool manager this season.

The concrete quadrant supporting the pool gate needs repair from winter freeze/thaw damage.

Marcel will mount new Wi-Fi extenders under the deck.

The S&T owns 4 memberships.

The board will research painting game areas onto the parking lot in the area where the basketball goal used to be. A request for a useable basketball goal will be put in the newsletter.

### **S&T Bylaws Task Force**

Lisa will email the board changes submitted from the task force. Each board member committed to reading over the document on their own and make notes. The Board agreed it would be best to set aside a time for a work session to discuss and review the document as a group.

### **Finance**

The committee is researching investment firms. The firms should be able to present options to the board at a future meeting.

### **ARC**

The new software is in use. Lisa will check with Jason on a date for the April inspections. A reminder will be sent out regarding the upcoming inspection and pool dues are to be paid by April 1.

### **Communications**

Articles for the newsletter are due to Joan by February 25<sup>th</sup>. Communications on Facebook and the website continue to be well received. Lisa recommended to post that order resell packages can be found under "Documents" on the HOA website.

### **Tennis**

Nothing to report.

### **Clubhouse**

The new carpet was installed. The new siding is currently being installed. A new address sign was installed at the road entrance.

The deck will be pressure washed in the spring and the rails and posts painted.

Pam will research partially enclosing the electrical box at the road with lattice panel. Pam is also looking into dollies for the chairs in the clubhouse.

### **Old Business**

A motion was made to allow "Tennis Only" memberships for \$85.00 annually. Approval was unanimous.

## **New Business**

Property manager requests adding a page to the resolution adopted in 2012 when members ask for copies of books or records to create an administrative trail for these types of requests. Motion made to accept the addendum with the addition of the lot number to this form, unanimously approved.

Board requests that the property manager notify the Board when this resolution is exercised.

The Board unanimously agreed to close the S&T task force and any questions or clarifications (intent of verbiage) upon document review should be directed to the task force chair.

## **Management Report**

Lisa informed the Board that recent changes in association law now allow for a late fee of 10% of dues be charged. The attorney will draft a Late Fee Policy Resolution in which a late fee can be applied after 60 days in accordance with Virginia statues.

A reminder will be sent out to S&T members to explain why the survey was sent and encourage them to return a completed survey.

The HOA declaration amendment vote currently stands at 63 "Yes" and 25 "No". The Board asked List to put the form on the website and Kristin will link it to the Facebook page.

## **Treasurer**

Nothing to report.

## **Bookkeeper**

Lisa and Meg will research getting Meg a scanner for remote check deposits.

**Adjourn:** Meeting was adjourned at 9:25 pm for a closed session.

**Closed Session:** The board reviewed an error in an ARC application.

**Adjourn:** 9:36pm.