

## **HIDDENBROOK HOMEOWNERS ASSOCIATION MONTHLY MEETING**

Board Meeting- October 18, 2016

Meeting called to order at 7:31pm

Attending: Joan Koss-President, Chaz Holland-VP, Paige Dyer - Sec., Pam Spencer - Treasurer, Kristin Leveto - Member at Large, Lisa Cornaire – Property Manager, Meg Hinders – Bookkeeper, Marcel Van Viersen, Charles Roswell, Kimberly Hartsoe, Kate Nagel, Neal Jarvis, Doug Alhert, Kristin Yost

### **October Monthly Meeting**

**Motion to approve the agenda:** Unanimous

**Motion to approve the September minutes:** Unanimous with minor changes

### **HOA Member Open Forum**

Homeowner inquired about the legality and safety of vehicles such as trailers and boats parked on the street. Although these are not violations according to Fairfax County, Lisa will contact the police to request their removal for those that pose safety concerns. Pam will write an article addressing this issue for the next Mainstream.

Homeowner requested the HOA look into a bulk tree removal service that would offer special pricing for the homeowners. Lisa will investigate.

### **S&T Open Forum**

No comments

### **Committee Reports**

#### **Social**

Trunk or Treat is scheduled for Oct. 29<sup>th</sup>. A reminder email will be sent out. Kristin Yost will send an informational blurb for the Facebook page to Joan.

The committee will consider an adult social in the January/February time frame.

#### **Communications**

Information due to Kristin Leveto by August 27<sup>th</sup>.

Joan suggested including information about the Herndon police program to turn in expired or unused medications.

### **Finance**

Craig Graby was named chair of the financial committee and Brad Blaisdell will be the secretary. The next meeting is scheduled for the 26<sup>th</sup> at 7:30p.m. The new reserve study and draft budget will be reviewed.

### **Capital Improvement**

The committee will meet again after the new reserve study and budget are completed.

### **Pool**

The committee was tasked to clean and store the grill. A new cover was purchased.

The pool cover will be put on in the near future and the Funbrealla fabric removed and stored.

### **Tennis**

The committee was requested to sweep the courts often as the leaves and nuts begin to fall. The landscapers will blow and remove leaves from the court as well.

### **ARC**

One application was rejected, will be reviewed again after receiving county approval.

Lisa will send another letter regarding removal of a basketball hoop that is on the sidewalk.

Homeowner notified the HOA of a large brush pile on Westlodge. Lisa will send a letter and provide the owner with information about the county's bulk pick up program.

### **Clubhouse**

Pam thanked Marcel and Neal for the ramp they built to the HOA storage shed.

The quarterly deep cleaning of the building has been completed. This cleaning will occur biannually in the future, specifically before and after the pool season.

Research will begin for building improvements, including but not limited to, updating the locker and shower rooms, the building exterior the wooden deck and railings and the marquee sign.

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

The October minutes were submitted.

Todd Huse will submit suggested revisions to the committee to be reviewed at the next meeting.

The task force committee is still working on the details of a Recreation committee.

### **Old Business**

Motion was made for NV Pools to repair the drain line. This repair will require excavation. The estimated cost of this repair is \$7,082.00. Motion to approve was unanimous.

Repairs and upgrades to the tennis court and surrounding areas will be done in the Spring of 2017. Lisa and Pam are still researching the retaining wall and root removal. The addition of pickle ball lines was tabled until more details on nets and colors can be provided.

The board reviewed several proposals for sidewalk and front stair repairs. A motion was made to approve the HEMAX bid for repair options pictured as H1 and H3 in the proposal. H1 portion was approved for \$4,270.00. H3 portion was approved for \$3750.00. Lisa will ask Hemax for an additional discount since both projects will be completed at the same time.

The reserve study recommended repairs to a portion of the curb designated as a tripping hazard. Motion was made for Precision Safe Sidewalks to repair 128 linear feet for \$3,200.00. Motion approval was unanimous.

### **New Business**

Reserve Study Review:

Joan suggested recounting the doors and submit a more accurate number to Mason & Mason.

Motion was made to increase the locker room upgrades line item to \$25,000 to allow for better building materials. Motion approval was unanimous.

Motion was made to use Capital Improvement funds to pay for the Funbrella. Motion approval was unanimous.

Final recommendations will be sent to Mason & Mason after the Finance committee has a chance to review the document.

### **Management Report**

The NV Pools contract will now include 3 special events at no extra charge.

A fee for installation of the pool cover was added to the contract. Motion was made to accept this additional fee in the new contract. Motion approval was unanimous.

Motion was made to install a third (3<sup>rd</sup>) bike rack. Motion approval was unanimous.

Rob Dean will get a quote for a new diving board in the spring of 2017.

Motion was made to move the date of the December meeting up one week to December 13<sup>th</sup> to avoid conflicts with Christmas. Motion approval was unanimous.

### **Treasurer**

A draft budget has been prepared. The draft and reserve study will be reviewed by the financial committee.

### **Bookkeeper**

Cardinal Bank has merged with United Bank.

**Adjourn** : Meeting was adjourned at 9:23 pm.