

HIDDENBROOK HOMEOWNERS ASSOCIATION MONTHLY MEETING

Board Meeting Date: May 17,2022

Meeting called to order at 7:02pm

Location: Hiddenbrook Clubhouse

Attending:

HOA Board Members	HOA Members	S&T Members
President - Clive Bayliss (Not Present)	Kimberly Hartsoe	Bob Yost
Vice President- Kristin Leveto	Pam Spencer	Marcel Van Vierssen
Treasurer- Eric Cangemi		
Secretary - Matt King		
Member at Large- Chris Gray		
Sequoia MGMT- Shannon Cook		
Sequoia MGMT- Chelsea Miller (Not Present)		

Approval of Agenda. Motion to approve agenda with volunteer application added to OLD Business. All Approve.

Approval of Minutes. – April 27, 2022.

Motion to approve last 2 months agendas. All Approve.

Homeowner/S&T Open Forum. (None)

Committee Reports

a. Activities.

- i. Still looking to add volunteers.
- ii. Only \$75 on activities budget.
- iii. Person (Barbara Sidoti) does not want to be chair but still be on committee
- iv. New Volunteer Application. Motion to approve adding Barbara Marsten (sp?). All Approve.

b. Pool/Swim Team.

- i. 18 remaining memberships.
- ii. Swim Team updates/Outstanding Actions.
 1. Upcoming activities provided via email to the board.
 2. Bagel breakfast during practice discussed.
 3. Reminder to have swim activities on the calendar.
 4. Ice cream social agenda – TBD.
 5. Board reminded Swim Team:
 - a. Social calendar supposed to come out w/ meet schedule.
 - b. Reminder that swim events listed on calendar does not mean the events are “open” to everyone.
 - c. Need to provide team operator/license list and overall team schedule.
- iii. Heater and Paint work. Motion to do all work when the pool season ends. All Approve.
- iv. New lane lines will be delivered on May 19, 2022.
- v. Baby pool white coat was completed.
- vi. Electrical inspection TBD.
- vii. MOKO system.
 1. Expect a learning curve this year.
 2. Reminder will go out to members advising them to log into the system.
 3. There will be a one-week exception but after Memorial Day members will need to be in the system to access pool.
- viii. Lifeguard meeting on May 23, 2022 at 5pm.
- ix. Water aerobics review.

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1. Need answer on insurance. Motion to approve water aerobics pending no surprises regarding answers to insurance questions. All Approve.
 2. There was a question about how the instructor gets paid. Participants either pay the instructor direct or Sequoia pays, with people paying Sequoia. Previously, payment was through the HOA. Motion for classes to be managed by instructor and payment kept between the instructor and participants. All Approve.
 3. Will need to add water aerobics classes to the calendar.
 - x. Picnic reservation system. Member reached out about how to reserve picnic area.
 1. Do we consider charging the area in the future? Too late to consider in 2022 but something to consider for next year.
 2. Table this discussion after swim season.
 3. Look at procedures.
 - xi. MOKO guest passes.
 1. Pre/Post rate for passes. Motion to extend the pre-rate guest passes through June 2022. All Approve.
 2. No cash accepted at the door.
 - xii. Reservation system. Need to address process on how Sequoia, NVPool, and members engage in the system.
 1. Look at adding reservation system in MOKO system.
 2. For now process is 1st come, 1st serve; Sequoia to handle the best they can.
- c. Architectural**
- i. ARC reviewed Bal Harbor location; Homeowner walkthrough of their request occurred.
 - ii. All applications at ARC meeting approved.
 - iii. Currently working on the guidelines. Looking at a July completion.
 - iv. HOA annual inspection on hold until June.
 1. Sequoia will send reminders to HOA members about inspection.
 2. Sequoia asked for Board member involvement so they could get an idea on how thorough and strict they needed to be.
 3. Annual inspection only curbside and will not look in the back; however, the file needs to include and capture work all around the house.
 4. Still TBD need to create a baseline inspection
 - a. Does the ARC committee do it or hire a vendor/contractor.
 - b. Keep in mind it takes 2-3hours to inspect per cul-de-sac/street.
 - v. Resale Inspection Discussion
 1. Still TBD on best way to address "NO" approvals.
 2. Need to provide a reoccurring notice/announcement in the MAINTSTREAM about Homeowners submitting for a resale document early enough in advance (i.e.: 2 months) to process the document.
 3. Need a separate ARC meeting to address Resale Inspection process and needs. Have a meeting after the annual inspection.
 4. No approval violation and resale inspection. Motion for all no approval violations and resale inspections to go through the formal ARC process with no exceptions. All Approve.
- d. Tennis**
- i. Tony Roane will remain as the Tennis Committee Chair.
 - ii. There is an issue with the lock on the pickleball chest on the tennis court; Matt King will look into it.
- e. Communication** - Mainstream articles due May 26, 2022.
- f. Clubhouse.**
- i. Rental Process/Charter discussion & Committee Update ongoing.
 - ii. Board needs to provide final review and feedbacks.
 - iii. Use current policy for now.
 - iv. Cleaning contract.

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1. Motion to accept cleaning contract with understanding of request to wave the initial cleaning fee.
All Approve.
2. Sequoia will ask for a contract.

OLD Business

- a. Anyone with door codes provide them to Sequoia.
- b. Down spout work will be complete by May 18, 2022.
- c. Schwab Account Update – Transfer signage TBD.
- d. Online Voting Proposal & Resolution Review
 - i. Revisit in June.
 - ii. Need approval NLT Sept 2022.
 - iii. Resolution approval. Need comments from lawyer.
- e. Audit. Auditor began audit.
- f. Playground repair.
 - i. Two vendors met to discuss replacement and bids for mulch.
 - ii. Look at options and provide feedback to Sequoia.
 1. Riding rides. Recommend not having them since older kids always break them.
 2. Motion to deal with replacement and any emergency repair of equipment as needed while looking at a full replacement next year. All Approve.

NEW Business

- a. April finances. Essentially in line with budget.
- b. S&T Dues. 25-30 people with outstanding dues. Late fees accessed.
- c. American Disposal. Increase trash contract beginning June 1, 2022.
- d. Towing Discussion.
 - i. Two vendors provided proposals. They only bill if they tow. Towing company would put signs up that says area is a towing area.
 - ii. Board asks Sequoia for two more bids from Herndon area-based companies.
 - iii. TBD motion to review towing parameters.
- e. Operational Calendar. Reviewed May calendar. Next HOA meeting June 21, 2022.

Executive Session delayed until June HOA meeting.

9:20pm. Motion to adjourn. All approve.