

HIDDEN VALLEY VILLAGE OWNERS ASSOCIATION
Board of Directors Meeting
Minutes

Date of Meeting: January 20, 2016

Time: 6:00 or immediately following Executive Session Board Meeting

Location: Hidden Valley Common Area Room

1. General

- a. Call to order by President Tony Cole 7:26
- b. Roll call: Board Members at HVV Common area room: Tony Cole, Kim Walters, Ruth Wheeler, David Natali, Greg Wheeler, Steve Latshaw. By phone: Randy Balik. Management: Matt Zubiante, Jessica Martinez.
- c. Adoption of Minutes for November 7, 2015 Board of Directors Meeting and November 7, Owners meeting. Motion: Greg Wheeler; Approve Board meeting minutes from Nov. 7, 2015 Board meeting and Nov 7, 2015 Owners meeting minutes
Second: Kim Walters
Passed: 7-0

2. Announcements/Orders of the day: In Exec session. Goals for 2016 established Including: Completion of the upper part of the driveway and parking areas, painting of buildings if funds are available, develop the operating rules under the new governing documents. Standing committees were established to facilitate the completion of these goals.

3. Treasurers Report

- a. December financial reports

Monthly Report	
December 31, 2015:	
Operating Fund	\$126,104
Contingency Fund	\$35,000
Replacement Fund	\$121,250
100% of the year is gone & 75.1% of the Operating Budget is spent. 90% of the Replacement Budget is spent.	
Owners are in arrears for a total of	\$ 687
16 Owners paid in advance for a total of	(\$5,949)

- b. Owners in arrears. Action to be taken: Unit 3 is late with full monthly assessment Tony will contact owner.
- c. Warning Notices and Fines: None
- d. December reflected a \$3,000 savings even though there was heavy snowfall.
- e. Designation of Bank Signature Card Signers:
Motion: Ruth Wheeler; All officers and Steve Black will be on Signature Card
Second: Dave Natali
Passed 7-0

4. Election of:

- a. President-Tony Cole
- b. Vice President-Steve Latshaw
- c. Secretary-Ruth Wheeler
- d. Treasurer-Kim Walters

Motion: Dave Natali: Approve the slate of officers

Second: Greg Wheeler

Passed: 7-0

5. Designation of Standing Committee Chairmen:

Board members who have volunteered to head committees are listed below:

- a. Newsletter-Tony Cole
- b. Web Master/Communications-Randy Balik
- c. Operating rules-Steve Latshaw
- d. Tennis Court Use-David Natali
- e. Upper Driveway Project-Ruthie Wheeler
- e. Landscape and Grounds Maintenance and Improvements-Ruthie Wheeler

6. Old Business

- a. Landscape for Office/Spa building project design: No action until snow melts
- b. Painting of buildings

i. buildings C, F, & J were painted September of 2015 final cost report: \$19,500

ii. Buildings in line to be painted as funds permit: E, D, G, I,K, (hopefully we can get 2 or Three buildings painted. Recommended buildings to paint at this time are: K for sure, then management will advise in the spring.

c. Progress report on Governing Documents-The expense of the Governing documents has increased due to the necessity of notifying all first and second mortgage holders. This requirement is necessitated by the previous governing documents. The court date for approval will be in March

d. Window reimbursements for units 4 and 102: both units are eligible for reimbursement of half the cost of the windows under the old operating rules. Future funding for window replacement will be the responsibility of the unit owner.

Motion: Kim Walters; Pay Half the cost of the replacement of the sliders in unit 4 in the amount of \$1,422.50

Second: Steve Latshaw

Passed: 6-0-1 Abstention by Tony Cole

Unit 102 was awarded \$1725.90 based on a replacement of like for like windows in their unit. The following motion was passed via email on Dec. 11, 2015:

Motion: Ruth Wheeler; Reimburse the owners of unit 102 for the cost of window replacement in the amount of \$1,725.90. This bid represents a replacement of "like for like" windows to replace damaged windows in the unit

Passed: 7-0

7. Management Reports: See attached: No Questions from board members

8. Property Management project/item updates & related property matters: Shovelers will shovel roofs after the next storm. Board would like to assure that HV has reliable shovelers on call who will work directly with on site management.

Upper Jacuzzi Heat control is inconsistent: Matt will look into better options.

9. New Business

- a. Board Meeting Dates for 2016

MARCH 23, 2016

JUNE 4, 2016

SEPTEMBER 7, 2016

NOVEMBER 12, 2017

- b. Brainstorming ideas for money saving ideas. Tabled

- d. 2016 projects and goals:

Upper Driveway Completion

Landscape in Front of Office

Development of Operating Rules

Find a feasible, cost effective plan for use of the Tennis Court area.

Painting of buildings if funds are available

Action Item: Send official requests for owners to be contacted via email

10. Announcement of next Board meeting and Homeowners Meeting:

DATE: March 23, 2015

LOCATION: Mammoth common area room

11. Adjournment

Motion: David Natali; Adjourn 9:05

Second: Greg Wheeler

Passed 7-0

MAMMOTH RESERVATION BUREAU

Property Management Division

PO Box 1608, Mammoth Lakes, CA 93546 (760) 934-1603 www.mammothvacations.com

HIDDEN VALLEY VILLAGE

Property Management Report

November 1 through December 31, 2015

1. During the last two months staff spent much of their time with snow removal procedures. Although Mammoth (in-town) has yet to experience an old fashioned, 3-foot-plus blizzard, several storms in the 1-foot-plus category have fallen in November, December and the beginning of January. Plowing, snow blowing, shoveling and ice chipping have been the order of many days for Matt, Jeff and shovelers.
2. One of the pumps for the upper spa developed a leak. Mountain View Spas was engaged to repair the leak, which was identified as a failed seal and replaced. In addition, the upper spa was partially drained in order to install a new light bulb. A new "bubble" cover for the lower spa was purchased to replace our deteriorated, torn cover.
3. Mammoth had some extremely cold evenings with the temperatures dropping to single digits and below 0. Unoccupied units were inspected as needed by staff, ensuring that heaters were properly set, cabinet doors open underneath sinks and that water was running. It was helpful to have great snow on the Mountain as units were more frequently occupied and kept warm by homeowners and guests,
4. In mid-December the lower sauna stopped working from a short circuit in the wiring. Hatter Electric was hired to locate and repair the problem, which they did successfully. Cost was under \$200.
5. Staff put up holiday lighting which, in addition to snow, added to the winter atmosphere. Dumpsters were inundated as usual during the holidays. Matt and Jeff moved trash between bins so that they would close tightly. An extra trash pickup was called for around New Year.
6. State of the Complex:
 - a. Truck mileage at: Nov. 30, 81188; Dec. 31, 81530.
 - b. # of Rental units: 30 in Nov. & Dec.
 - c. Rental occupancy %: Nov. '15, 13.9%; Dec.'15, 23.1%.
 - d. Units for sale @ Dec. 31,'15: #45, Studio, 1 ba. (price unknown).
 - e. Units sold: #34, 1 Bdrm/ loft, 2 ba. \$265,000.
 - f. Snow plow hours, cumulative, Nov. 30, 16; Dec. 31, 39.

Respectfully submitted,

Jessica Martinez, Matt Zubiate

Steve Black
HVV Property Management