

**HIDDEN VALLEY VILLAGE OWNERS ASSOCIATION**  
**Board of Directors Meeting**  
**AGENDA**

**Date of Meeting: Thursday, January 25, 2018**

**Time:** 5:00 or immediately following Executive Session Board Meeting

**Location:** Hidden Valley Common area room.

**Call in information: (515) 604-9024, Access Code 284183#**

1. General
  - a. Call to order by President Tony Cole
  - b. Roll call. Record Board Members, Management, owners and guests present
  - c. Approval of Minutes for November 11, 2017 Board of Directors Meeting
2. Announcements/Orders of the day
  - a) Items discussed in Exec. Meeting
  - b) Recusals
  - c) Changes to order of agenda
3. Treasurers Report
  - a. financial report
  - b. Owners in arrears. Action to be taken
  - c. Warning Notices and Fines: Unit 23 follow up
  - d. Contingency fund goals.
4. Standing Committee Chairman assignments:
  - a. Newsletter-Tony Cole
  - b. Web Master/communications
  - c. Operating Rules-Ruth Wheeler
  - d. Pool and Upper Spa Resurfacing.
  - f. Architectural/Landscape and Grounds Maintenance and Improvements.
  - g. HVV Rules/TOML Quality of life Ordinance - complaints of non-compliance and nuisance:
  - h. Reserve Study
  - i. Other committees recommended
5. Reports from 2017 Committees
  - a. Newsletter: Tony Cole
    - i) Communications from homeowners
    - ii) Items to be covered in next newsletter
  - c. Operating Rules: Ruth Wheeler
    - i) Progress and discussion of Draft Rules
    - ii) Method of distributing Draft Rules to HOA for review and comment
    - iv) Printing and distribution of rules once they are checked by attorney and finalized by the board.
    - v) Cost to date of Rules
    - vii) Board approved rules to resubmit to Attorney Tim Sanford.
  - d. Architectural/Landscape and Grounds Maintenance and Improvements (carried over from 2017): Ruth Wheeler
    - i) Follow up on structural engineer report on kitchen posts in units.
    - ii) Presentation of sewer line inspections (lateral line scoping). Recommendation for maintenance plan for sewer lines.
    - iii) Roof repairs – Follow up on Freeman’s completion of roof repair
    - iv) Insurance claim follow up
    - v) Interior unit repairs due to 2016-17 snow load damage. Completion of units so far
    - vi) Follow up on bulb planting-reimbursement to Valerie for extra bulbs.
    - vii) Architectural change requests from owners
    - xi) Chimney repairs due to 2017 storm damage: Follow up on Boyd Sheplar inspection and billing invoice

- xiii) Servicing main electric heaters in all manager and owner units.
- e. TOML Quality of life Ordinance - complaints of non-compliance and nuisance: Dave Natali
  - i. Complaint regarding barking dog in Building I
- 5. Old Business
  - a. Sewer Line maintenance.
  - b. Email communications to homeowners: email list preparation
  - d. Water usage
  - e. Dead trees on adjacent properties removal-follow up (tabled from November meeting)
  - g. Operating Rules
  - h. Property management Contract (tabled from November meeting)
  - i. painting bids for 2018 to complete differed painting projects. (tabled from November meeting)
  - j. Management fee reductions based on absence of Managers onsite for portions of the summer months.  
(tabled from November meeting)
  - k. . Cost of Cell Phone, WiFi and land line services for Hidden Valley (tabled from November meeting)
- 6. Management Reports
- 7. Property Management project/item updates & related property matters
  - a. Scope of Duties of Managers
  - b. Spread Sheet for owner information
  - c. Frontier Communications Invoices review (tabled from November meeting)
  - d. Mountain Plumbing bids for Complex drain maintenance
- 8. Email Motions November-January
  - a. Motion: Randy Balik; purchase and install a replacement Stop Sign for the top of the driveway  
Second: Ruth Wheeler  
Passed: 7-0
  - b. Motion: Ruth Wheeler: Hire Mammoth Plumbing to complete the recommended work for buildings D, E, and G cost not to exceed \$3,500  
Second: Steve Latshaw  
Passed: 7-0
- 9. New Business
  - a. Board designated priority (master list) list for maintenance projects.
  - b. Dates and deadlines for bids,
  - c. time frame for project start and end times.
  - d. Preparation for Reserve Study.
    - i. Soliciting items to be included in the reserve fund for the study.
    - ii. Members of the reserve study team
  - e. Upper sauna repair
  - f. Board Code of Ethics, Board Member Commitment Pledge
  - g. Parking stickers for homeowner cars.
  - h. Electronic options for board communication.
  - i. Hidden Valley Village Logo
- 10. Homeowner Forum.
  - a. Open floor for homeowner comment – 5 minutes per speaker
- 11. Announcements:
  - a) Next Board Meeting Date:
- 12. Adjournment