

HIDDEN VALLEY VILLAGE OWNERS ASSOCIATION
Board of Directors Meeting
AGENDA

Date of Meeting: Saturday, March 24, 2018

Time: 6:00PM 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 January, 25 2018 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
 - d. List of differed maintenance items
4. Reports from Standing Committees
 - a. Newsletter: Tony Cole
 - i) Communications from homeowners
 - ii) Items to be covered in next newsletter
 - b. Web Master/communications: Randy Balik
 - c. Operating Rules: Ruth Wheeler
 - i) Recommendations by Attorney Tim Sanford.
 - ii) Cost to date of rules
 - iv) Recommendation for completion of rules by attorney
 - d. Architectural/Landscape and Grounds Maintenance and Improvements: Ruth Wheeler
 - i) Follow up on structural engineer report on kitchen posts in units.
 - ii) Follow up on Drain Maintenance
 - iii) Follow up on Roof repairs by Freeman
 - 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 servicing main electric heaters in all manager and owner units.
 - vii) Architectural change requests from owners
 - a) unit 41
 - viii) Damage to pool caused by pool freezing.
 - ix) Removal of Dead tree East of building I.
 - x) Other dead trees on the property.
 - e. Pool resurfacing project: Steve Latshaw
 - f. Reserve Study: Ruth Wheeler:
 - i) Reserve study team
 - ii) Solicitation from owners for items to be included in the reserve study
 - iii) Input from Cindy Butner
 - iv) Scheduled date for the study team to perform the study
 - e. TOML Quality of life Ordinance - complaints of non-compliance and nuisance: Dave Natali
 - i) Complaint regarding fire alarm in unit 128
5. Old Business
 - b. Email communications to homeowners: email list preparation

- c. Water usage: Management follow up on possible leak.
 - d. Operating Rules
 - e. Property management Contract/Scope of Duties of Managers
 - f. painting bids for 2018 to complete differed painting projects.
 - g. Pool resurfacing bids
 - h. Board designated priority (master list) list for maintenance projects.
 - i. Dates and deadlines for bids,
 - j. time frame for project start and end times. (painting, pool, and Driveway)
 - k. Board Code of Ethics, Board Member Commitment Pledge
 - l. Parking stickers for homeowner cars.
 - m. Electronic options for board communication.
- 6. Management Reports
 - 7. Property Management project/item updates & related property matters
 - a. Scope of Duties of Managers
 - 8. Email Motions January-March
 - None
 - 9. New Business
 - a) Safety covers for intake pipes located on the steps of the lower Jacuzzi.
 - 10. Homeowner Forum.
 - a. Open floor for homeowner comment – 5 minutes per speaker
 - 11. Announcements:
 - a) Next Board Meeting Date: June
 - 12. Adjournment