

HIDDEN VALLEY VILLAGE OWNERS ASSOCIATION
Board of Directors Special Board Meeting
Tuesday November 23, 2021 6:30PM
DRAFT Minutes

Location: (Attendance via zoom only)

Topic: Hidden Valley Special Meeting of the Board

Time: Nov 23, 2021 06:30 PM Pacific Time (US and Canada)

General

A. Call to order by acting President Ruth Wheeler at 6:30

B. Roll call. Board Members: Frank Ohrmund, Debra Martin, Niki Yoblonski, Ruth Wheeler, Debi Bell (arrived at 6:45). Management Curt and Karen House, Homeowners: Tricia Gomez-Luzio, Units 41 & 43, Karen Shorr Unit 8

C. Announcements/Orders of the day: The purpose of the meeting is for the board to elect/assign board positions of President, Vice President, Secretary, and Treasurer and clarify tasks of the Board and committee members. Meeting dates for 2022 will be selected. Board member Laura Tickunoff has submitted a written resignation to the Board effective November 17, 2021. Laura was appointed to the board Feb. 3, 2021 to replace elected Board member Chalise Miller (term of 2021-2022). As per the regulations set down in the Blue Book and the Hidden Valley Village Governing Documents the Board members will appoint a Board member to replace Laura for the remainder of her term as a board member at this meeting. Curt and Karen House would like the board to address 2 rule violations which will need to be discussed in Executive Session.

D. Appointment of new Board member

MOTION: Ruth Wheeler: Appoint Tricia Gomez-Luzio to the open position on the Board created by the resignation of Laura Tickunoff. Term to expire in Nov. 2022

Second: Frank Ohrmund

Passed: 4-0 (Debi Bell absent from vote)

E. Adoption of Minutes: Nov. 13, 2021 Regular Board Meeting

MOTION: Ruth Wheeler; Approve the minutes of the Nov. 13 Regular board Meeting

Second: Debi Bell

Passed: 4-0-2 (Abstentions Debra Martin, Frank Ohrmund who were not in attendance at Nov. 13 meeting)

G. Homeowner Forum: No homeowners participated in the forum

Business/Action Items

A. Nomination and election of President--Frank Ohrmund volunteered and was approved by unanimous decision

B. Nomination and election of Vice President--Jim Murphy volunteered and was approved by unanimous decision

C. Nomination and election of Treasurer—Ruth Wheeler volunteered and was approved by unanimous decision

D. Nomination and election of Secretary—Debra Martin volunteered and was approved by unanimous decision

E. Motion to approve the slate of officers

MOTION: Ruth Wheeler; Approve the slate of officers of:

President: Frank Ohrmund

Vice President: Jim Murphy

Treasurer: Ruth Wheeler

Secretary: Debra Miller

Second: Tricia Gomez-Luzio

Passed: 6-0

F. Selection of Meeting dates: The Regular Meeting Dates for 2022 will be:

January 25, 2022 6:00 PM

March 22, 2022 6:00 PM

May 17, 2022 6:00 PM

July 19, 2022 6:00 PM

September 27, 2022 6:00 PM

November 12, 2022 9:00 AM

Annual Meeting November 12, 2022 2:00 PM

G. Appointment of Webmaster

MOTION: Ruth Wheeler; Appointment of Tricia Gomez-Luzio to the position of Webmaster

Second: Debra Martin

Passed: 6-0

Discussion: Tricia will communicate with Jeff Risse to transition the webmaster position.

H. Information regarding monthly financial review requirements (Civil Code 5500) Treasurers Report Format and Financial Summary for Oct. 2021:

The Treasurer presented the format of the October Monthly Treasurer's review she will send the November and December reviews to Board members prior to the Jan. 25, 2022 meeting to be entered into the minutes as approved by the board in compliance with CA. civil codes. The Treasurer updated the board on items discussed with Cindy Butner and Karen House in a meeting with Cindy to prepare for 2022 financial logistics.

MOTION: Ruth Wheeler; Authorize the Treasurer and President to sign checks using electronic signatures

Second: Debra Martin

Passed: 6-0

MOTION: Authorize accountant Cindy Butner along with the Treasurer Ruth Wheeler and Management to set up a new credit card for the association through Alliance Bank

Second: Debra Martin

Passed: 6-0

J. Architectural Committee; Clarification of committee duties and appointment of committee members:

Management receives work requests from Homeowners and forwards it to the Architectural Committee, the committee reviews the request. If it is acceptable to the committee they submit it to the board via email, and instruct the owner to proceed with the work project. The owner is informed that the work request will be officially approved at the next board meeting. This procedures insures that owners can complete their work in a timely fashion.

MOTION: Ruth Wheeler; Appoint Board members, Nikki Yoblonski, Frank Ohrmund, and homeowner Jeff Risse as the Architectural Committee. At the January Board meeting the Committee is to inform the board who the committee Chair is.

Second: Tricia Gomez-Luzio

Passed: 6-0

K. Rules Enforcement Committee; Clarification of committee duties and appointment of committee members:

Management is to notify owners of rule infractions when they occur. Most rule infractions are corrected and resolved by management. When owners ignore management or repeatedly circumvent the rules management notifies the rules committee. The committee brings the rule infraction issue to the board with a recommendation for an enforcement penalty (warning or fine). The Rules Enforcement committee composes notification letters for hearings, warnings and fines. Submits them to management and the board. Management delivers the notifications to owners and submits the notifications to Butner's office for to be archived.

MOTION: Ruth Wheeler; Appoint Jim Murphy as committee chair and Ruth Wheeler as committee member

Second: Debi Bell

Passed 6-0

Recess to Executive Session at 7:40 PM., Karen Shorr unit 8 left the meeting

Items Discussed in Executive Session:

-Fine Recommendation and notification of right to hearing to owner of a unit for: Repeated failure to notify managers of occupancy, excess number of people in unit, excess vehicles, and nuisance noise after 10:00PM which required management visit the unit and request tenants to be quiet.

-Direction to one unit owner to remove a hard wired video ring doorbell which was installed in the common area without the correct notification of a work request. Several aspects of the video ring doorbell and its installation do not comply with the motion specifics regarding video ring doorbells. The motion regarding video ring doorbells was passed at the Regular July Board meeting.

Adjournment of Special Meeting. 9:04 PM