

**HIDDEN VALLEY VILLAGE OWNERS ASSOCIATION**  
**Board of Directors Regular Board Meeting**  
**Tuesday November 23, 2021 6:30PM**  
**Agenda**

**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)

Join Zoom Meeting

<https://us02web.zoom.us/j/85669378932?pwd=NG9UMm01MG40OFJSLzdNRU9NZjFEdz09>

Meeting ID: 856 6937 8932

Passcode: 341161

**General**

A. Call to order by acting President Ruth Wheeler

B. Roll call. Record Board Members, Management, owners and guests, present

C. Announcements/Orders of the day: The purpose of this 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.

D. Appointment of new Board member

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

G. Homeowner Forum: 15 minutes (Comments on Agenda Items-Non Agenda Items after the meeting).

\*\*\*Homeowners are encouraged to submit comments and suggestions to the board via email at [bod@hiddenvalleymammoth.com](mailto:bod@hiddenvalleymammoth.com)

**Business/Action Items**

A.. Nomination and election of President

**President.** The President shall preside at all meetings of the Board of Directors; shall see that orders and resolutions of the Board are carried out; shall sign all leases, mortgages, deeds and other written instruments and shall sign all promissory notes. The President shall have the general powers and duties of management usually vested in the office of the President of a California nonprofit mutual benefit corporation, and shall have such powers and duties as may be prescribed by the Board or by these Bylaws.

B. Nomination and election of Vice President

**Vice President.** The Vice President shall act in the place and stead of the President in the event of his or her absence or inability or refusal to act, and shall exercise and discharge such other duties as may be required by the Board.

C. Nomination and election of Treasurer

**Treasurer.** The Treasurer, or the Association's accountant or homeowner service acting under the supervision of the Treasurer, shall receive and deposit in appropriate bank accounts all monies of the Association and shall disburse such funds as directed by resolution of the Board of Directors; shall sign all promissory notes of the Association; shall keep proper books of account; and shall prepare and shall distribute budgets and financial statements to each Member as required under these Bylaws, and by applicable laws.

D. Nomination and election of Secretary

**Secretary.** The Secretary shall record the votes and keep the Minutes of all meetings and proceedings of the Board and of the Members; serve notice of meetings of the Board and of the Members; keep appropriate current records showing the Members of the Association together with their addresses, and perform such other duties as required by the Board.

- E. Motion to approve the slate of officers (Contact information to be sent to Butner HOA Services)
- F. Selection of Meeting dates for 2022
- G. Appointment of Webmaster
- H. Information regarding monthly financial review requirements (Civil Code 5500) Treasurers Report Format and Financial Summary for Oct. 2021
- I. Information Regarding the Formation of Committees: **“Formation of Committees.** Committees, whether executive, mandatory, standing or ad hoc, are appointed by or at the direction of the board of directors. (Robert’s Rules, 11th ed., p. 489; Corp. Code §7210; Corp. Code §7212(b).) Homeowners do not have the right to appoint themselves to committees. On rare occasions, governing documents provide for election of architectural committee members by the membership. Formation of committees should be done in open session since this does not qualify as one of the activities authorized for executive session.” Page 231 of Blue Book states: “The board may, by resolution adopted by a majority of the number of directors then in office, provided that a quorum is present, create one or more committees, each consisting of two or more directors, to serve at the pleasure of the board”
- J. Architectural Committee; Clarification of committee duties and appointment of committee members
- K. Rules Enforcement Committee; Clarification of committee duties and appointment of committee members

**Announcements:**

Future Regular Board meetings:

Items Discussed in Executive Session if any

Adjournment

**HIDDEN VALLEY VILLAGE HOA  
EXECUTIVE SESSION AGENDA**

**NOTE TO MEMBERS:** This meeting is closed to the membership per Civil Code §4935.

**Date:** November 23, 2021, immediately following Nov. 13, 2021, 6:30PM Regular Board meeting

**Location:Time:** via zoom only, Zoom Meeting link:

<https://us02web.zoom.us/j/85669378932?pwd=NG9UMm01MG40OFJSLzdNRU9NZjFEdz09>

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|---------------------------------------|---------------------------------|
| 1. Rule Violations, Review and Action | 4. Personnel issues.            |
| 2. Warnings and Fines                 | 5. Individual unit owner issues |
| 3. Disciplinary hearings.             | 6. Bid evaluations              |