

**Hidden Grove / Green Valley
Homeowners Association**

**BOARD OF DIRECTORS ANNUAL MEETING
SUMMARY**

January 21, 2013

New Business:

Paul Rydings was Installed a Member at Large

Suzanne Deaville was appointed to serve another term as Vice President

Accomplishments of 2012 and Challenges for 2013 were discussed.

Accomplishments of 2012

2012 was a year of learning and a lot of achievements for the Homeowners Association.

Our new manager, Carrie Andries, completed her first year in the HOA, successfully applying the CC&Rs and Bylaws to ensure all residences are in compliance.

- Achievements:
- Transfers to the reserve account totaled \$ 26,000
 - In 2011 \$9,443 was transferred to account
 - In 2010 -\$23,465 was debited from account (crack sealed streets for \$25,806)
 - In 2009 \$8,303 was transferred to account
- Swimming pool was resurfaced
- A shed was purchased for the patio to keep trash cans out of site
- Trash cans were purchased for the swimming pool, patio and mail boxes areas
- New chairs were purchased for the swimming pool area
- Two storage units that were being used by the HOA and were full of old equipment were cleaned allowing the HOA to rent those spaces
- A new computer was purchased for the office
- The security system was upgraded
- Tennis court lights were fixed and two benches were purchased for the tennis court area
- Fire lanes were painted by the City of Central Point at no cost for the HOA

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- Intersections were painted to make stop signs more noticeable
- Contracts were reviewed and new contractors hired to save the HOA money, as well as to make sure are completely fulfilled
- Our newsletter and Facebook pages were revamped to keep residents informed of what is going on in our neighborhood
- A webpage was designed as a new way for residents to stay tuned to what is going on in the subdivision (hggv.org)

Challenges for 2013

- Funding of the reserve account – Still a challenge. It's the Board of Directors' goal to have as much money transferred to that account as possible.
- Control of monthly operating costs – In order to continue the goal of not having to raise homeowner dues while properly funding the reserve account, the Homeowners Association will have to control its regular monthly operating costs. A lot was accomplished in 2012. Several things are already in place in order to accomplish this goal.
- Enforcement of the CC&Rs – The enforcement of the CC&Rs is always a challenge since we continuously have people moving in and out of the subdivision. This is one of Carrie's main responsibilities and allows her to be in close contact with homeowners to find out what needs to change as well as what needs to be done to ensure all residents are in compliance with our CC&Rs and Bylaws. The main goal is to make our neighborhood a safer and nicer place to live. The Board of Directors has empowered Carrie to apply the CC&Rs and Bylaws completely to achieve this goal.
- Refinancing of common property loan – The Board of Directors still thinks that the interest we are paying on the common property loan doesn't reflect the current economic situation and will try again to find ways to renegotiate the loan. Banks and credit unions will be contacted again in an effort to lower that rate.
- Reduction of income due to Homeowners bankruptcies and foreclosures – The situation is much better than it was in 2010. The HOA will always aggressively seek payment of homeowner dues and limit losses to every extent possible.

Financial Report:

Lucille gave a financial report.

The budget for 2013 was presented (attached)

Discussion regarding pool maintenance and resident responsibility

Big expenses of aerating the common areas for \$5,000.00 was not approved by the board

The board is reviewing having bark installed around shrubs and buildings for (\$980)

The board agreed to hire someone or to pay to have someone pick up extra weekends to monitor the pool in the summer

The board requested that Carrie check with other insurance companies to compare the cost of our liability insurance

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BOARD OF DIRECTORS MEETING SUMMARY

January 21, 2013

Resident Communications:

There were some complaints about the street sweeping and lights out along Lara Lane.

Old Business:

Minutes of December, 2012 were approved as presented.

The Board agreed to cancel the street sweeping.

The Board agreed to quit providing Wi-Fi in the clubhouse.

The TV and Antenna have been purchased in the Clubhouse (Includes TV, 3 year warranty, antenna and anti-theft device).

The board discussed sending past due residents to Small Claims Court. Carrie has been instructed to follow up with collection agencies to see if they can collect on our judgments.

New Business:

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The board agreed to take the newsletter online and have residents request mailed copies if they do not wish to access the newsletter online.

There was discussion about having invoices emailed rather than mailed. Carrie will check the CC&R's to see if they require that we mail them.

The board instructed Carrie to create a contact list for contacting board members in between our quarterly meetings.

Financial Report:

December, 2012 financial report was approved as presented. Copies of bank statements were attached along with 90 day past due report.

Managers Report:

The board agreed that Carrie needs to aggressively pursue residents to have them get their cracked sidewalks repaired.

Meeting adjourned at 9:00pm.

Next Meeting: Monday, April 15 at 7:00pm

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**BOARD OF DIRECTORS MEETING
SUMMARY**

April 15, 2013

Resident Communications:

There was discussion about a paint ball incident and the water system.

Old Business:

Minutes of January 2013 and the Annual Minutes were approved as presented.

Carrie will be in charge of contacting Board Members between meetings for Association business.

The neighborhood Clean-up/pizza party was successful on April 6th. The Board set another date of July 20, 2013 with maybe a pool party and hot dogs.

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New Business:

The Board discussed review of Bylaws and CC&R's and State Statues. Carrie is to keep a list of needed changes that will be reviewed at a later date.

Motion made, seconded and carried to transfer the Water system and billing to City of Central Point. All the Board members present signed a letter to the City to that effect.

Motion made, seconded and carried to buy a CD with \$100,000 of the Reserve Fund in a 5 year deposit.

Motion made, seconded and carried to allow emailing of invoices to those residents who sign a release.

Motion made, seconded and carried not to rent out pool.

Motion made, seconded and carried to keep current landscaper at \$800 a month.

The Board did not want to pay extra expense for bark around shrubs.

John asked the Board to consider pulling out sod in front of RV Parking gates and putting in gravel to cut down costs. Board wanted to look at what he was talking about and vote by email.

Motion made, seconded and carried to raise dues to \$65 a month and when City takes over the water system there will be no additional fees for residents for common areas.

Financial Report:

The financial report was approved as presented. Copies of bank statements were attached along with 90 day past due report. Utilities and re-occurring bills have been set up for online bill pay.

Managers Report:

Carrie was instructed to treat parking of RV's that are chronic as non-compliant. The Board asked that this be put in our newsletter or to talk to the problem residents personally.

Carrie asked the Board if they want the compliance on the yards the same as last year. The Board was fine with the way it was handled last year.

Carrie is to deactivate Pool fob's of residence's that are out of compliance.

Carrie put together a contact list for Board members.

A Pool release was updated and approved by the Board. And the Pool Committee was discussed.

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The accountant is costing us less money than in previous years because we are using a new computer system and a Bookkeeper.

Meeting adjourned at 9:03 pm.

Next Meeting: July 15, 2013 at 7:00 pm at the Clubhouse

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**BOARD OF DIRECTORS MEETING
SUMMARY**

July 15, 2013

Resident Communications:

Resident raised concerns about the Blackberries in the RV area.

Old Business:

Minutes of April 2013 were approved as presented.

Removing sod in the RV area was not approved.

New Business:

The Board discussed review of Bylaws and CC&R's and agreed that the Board should keep track of changes to procedure in the form of "resolutions". The resolutions shall be numbered by the year.month.resolution#. For Example: Resolution 2013.07.01.

The Board passed resolution 2013.07.01: For residents that leave their trash cans in an unapproved areas there shall be one 10 day notification followed by a \$10.00 fine if the can is out on the Monday following trash pick-up. After 6 \$10.00 fines, the fine shall be \$20.00 per offense.

Carrie presented bids to remove the blackberries in the RV area. Each bid was \$600.00. The Board asked Carrie to check on other options including having neighborhood volunteers assist in the blackberry removal.

The Board approved having the bookkeeper come in 1x/month.

Financial Report:

The Board requested more time to review copies of bank statements along with the 90 day past due report.

A total of \$22,000.00 has been transferred into the Reserve Account since the beginning of 2013.

The Board requested that copies of financials be made available to the Board 7-10 days before each Board meeting.

Managers Report:

The Board instructed Carrie and Suzanne to develop a plan regarding notifying residents whose homes need to be painted. The time line shall be to begin the process in March, 2014 allowing residents 6 months to paint their homes. The Board requested that Suzanne and Carrie present the Board with their plan in the October or January meeting.

The Board tabled having trees planted in the Green Valley Park, but instructed Carrie to gather more bids and information.

The Board tabled having the weeds in the turf sprayed, but instructed Carrie to gather more bids and information.

The Board reviewed items that may need to go onto the 2014 budget. Items include sofas for the clubhouse, screens for the tennis courts, crack fill on the streets, furniture for the pool deck and back patio. Carrie will present various costs for these items at the October, 2013 meeting.

Meeting adjourned at 8:30 pm and was followed by an executive session.



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**BOARD OF DIRECTORS MEETING
SUMMARY**

October 21, 2013

Resident Communications: None

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Old Business:

Minutes of July 2013 were approved as presented.

Board received an update on blackberry containment in RV area.

Motion made, seconded and carried to purchase new QuickBooks with subscription service for our payroll.

New Business:

Our tennis courts are being repaired and the insurance will pay out about \$25,000.

Motion made, seconded and carried to trench around tennis courts to help them stay cleaned off.

The Board discussed the fence encroachment by the tennis court and instructed Carrie to see that the owner puts up a proper fence.

Carrie told the Board that the City of Central Point may take over our streets but it may take up to one year. The City at this time is going to sweep the streets and some trees may need trimming and cars need to move. Carrie is meeting with City about crack fill of streets.

RESOLUTIONS OF THE BOARD OF DIRECTORS:

- A. The pool is no longer going to be closed for private pool parties.
- B. Timeline regarding repeat non-compliance updated.
- C. Large Trucks are not allowed to park on the streets, but can park at Clubhouse parking lot.
- D. Trailers are to be treated just like RVs for compliance.

Resolution 2013.10.01 - Pool may be no longer be reserved by residents for private parties. **(passed 10/21/13)**

Resolution 2013.10.02 – Residents that receive a 30 day non-compliance notice shall receive 15 day non-compliance notices for every similar occurrence over the next 6 months.
(passed 10/21/13)

Resolution 2013.10.03 – Large trucks, commercial or non-commercial, shall be permitted on the subdivision streets as may be reasonably incidental to services being performed or deliveries being made within the subdivision. Large trucks (larger than 1 ton) or commercial

trucks that are parked on the streets except as allowed above shall receive written notice. After 4 notices, residents that continue to park large trucks on the streets shall receive a \$50.00 fine. Residents may park their large trucks in the clubhouse parking lot for limited amounts of time. **(passed 10/21/13)**

Resolution 2013.10.04 – Residents that park utility trailers on the streets or in driveways or carports for more than 5 days, shall receive a 5 day notice to move their trailer. After the 5 day notice is sent, residents that continue to park utility trailers on the streets, driveways or carports shall receive a \$50.00 fine for every day the trailer is parked on the streets, driveways or carports. **(passed 10/21/13)**

Board talked about additional budget items and estimated costs for next year. Carrie is going to look into costs for comfortable chairs for the Clubhouse, chaise lounges for the pool. Board had a lengthy discussion on the costs of sprinkler heads. Bumgardner Landscaping wants to replace all at a cost of \$2,100.00. Board instructed Carrie to go out to bid on landscaping.

The land behind Nadia was discussed also.

Financial Report:

The financial reports for the 2nd and 3rd quarter were approved as presented. Copies of bank statements were attached along with 90 day past due report. \$30,000 transferred to reserves since beginning of year. Only Regina and Carrie have access to online banking.

The Board tabled putting reserve money in CD's until we find out if City is taking over streets next year. If the City takes over streets we may use the amount we usually transfer to reserves to pay down the mortgage.

Managers Report:

Letters will be sent in March regarding house painting and concrete issues.

Carrie talked about problems with people parking in the wrong direction.

RV Parking costs were discussed, but will remain the same price.

Carrie received a bid from Bumgardners Landscaping regarding weed mitigation. Board had previously instructed Carrie to go out to bid on landscaping.

Meeting adjourned at 9:20 pm.

Next Meeting (Annual Meeting): January 20, 2014 at 7:00 pm at the
Clubhouse