



Hidden Valley Lake

**Hidden Valley Lake Property Owners Association
Board of Directors Meeting
January 24, 2008
APPROVED**

Board of Directors Present: Bill Acra, John Fruin, Scott Mitchell, Bob Starks and Bill Blantz

Community Manager Present: Bruce Keller

President Bill Acra called the January 24th, 2008 Board of Directors Meeting to order at 7:00 p.m.

The meeting began with the Pledge of Allegiance.

President's Report: Bill Acra read the President's Report.

Bill Acra reported that Bill Newcomb just recently got home from some convalescing. Steve Damon and Mark Schaffeld have made up a card for Bill and he hoped that everyone would sign the poster. Bruce will deliver to Bill's home tomorrow morning.

HVL Calendars produced by Steve Damon and Suzie Arling, HVL residents. This is a fund raiser for activities in the Valley. The calendar is \$10 and includes many coupons. It has pictures from the Valley for each month.

The HVLPOA has just received a letter from the Internal Revenue Service regarding the tax exemption status for the 501c3 Community Foundation: Bill Acra read the following: We are pleased to inform you that on review of your application for tax exempt status, we have determined you are exempt from federal tax. Bill stated that the 501c3 Community Foundation is now complete.

Bill Acra asked Dave Patterson if there is any regulation regarding being on the ice on the lake. Bill was concerned because he observed teenage boys out on the lake ice and felt they may fall through. Dave stated that signs are posted warning people of going out on thin ice. We don't want to make a determination if the ice is thick enough to be on the lake. The signs serve as a warning for people. Bob Sypniewski agreed that it would be best to stay with the existing signs.

Bill Acra felt that it might be important that a motion be read at the next two Board Meetings before being voted on. This would be for any bylaw or rule changes. This gives the community time to read it in the Echoes and on the website. **Motion made by John Fruin that except for emergencies, we will have two board meetings to discuss changes to the bylaws or rule changes. John Fruin amended motion**

to include the first Board Meeting after the next Echoes comes out before motion is voted on. Seconded by Scott Mitchell. Motion carried unanimously.

Treasurer's Report: Bill Blantz read the Treasurer's Report.

Bill Blantz reported that the poster made for Bill Newcomb was very nice. He informed the audience that Robert Lengerich, a former Board member had passed away. Mr. Lengerich was also involved with the VRUC Board. Bill Acra asked that Bruce send out a letter of condolence from the POA Board be sent out to his family.

Bill Blantz reported the following cash on hand for current and prior years. **2005 - \$891,000, 2006 - \$745,000, 2007 - \$679,000.** As you can see we are going down hill. He wanted to bring to the attention of the residents.

Bill said he was concerned about some wording on the 501c3 document. He felt he must have missed reading a certain portion. He has talked to Bruce about it and will discuss with the attorneys. Bill read the wording and it states that the items listed as part of the 501c3 are for the general public and the organization will concentrate its funding from Dearborn County general public. Bill Acra asked if Bruce has talked to the attorneys about this. Bruce stated he had and a meeting is planned to address the issue. Bill Acra asked Bruce if the attorneys had concerns about the wording and the response was that the attorneys didn't feel it was a problem.

Secretary's Report: - Bob Starks read the Secretary's Report

Motion made by Bill Blantz to approve the December 29th, 2007 POA Board of Directors Meeting Minutes. Seconded by Scott Mitchell. VOTE: FOR: Bill Blantz, Scott Mitchell and Bill Acra. ABSTAIN: Scott Mitchell & Bob Starks. Motion carried.

Community Manager's Report: Bruce Keller read the report:

Bruce is asking for administrative authority to write off a limited amount of late fees when needed. He is not asking to write off any dues or fines, only late fees and that would be limited to \$50 to \$100. Bruce would report to the finance meeting and the Board. Motion made by Bob Starks to approve motion as read. Seconded by Scott Mitchell. Motion carried unanimously.

On occasion residents have asked, under special circumstances, to have a payment plans to pay their dues. Bruce stated we have done it a couple times in the past and we don't assess late fees on these plans. Bruce felt that as long as residents request a payment plan prior to the scheduled due date we shouldn't be charging late fees. If they ask for a payment plan after the due date, then they should be charged the late fees. The reason this issue has come up is that he had received a letter requesting a payment plan. This individual has been on several payment plans in the past because he had lost his job, and wants to continue another payment plan. Bruce would like to grant him another payment plan, but charge him late fees. He also feels the length of a payment plan should be limited. Bruce stated that if someone comes to him with extenuating circumstance before the payments due we don't assess a late fee. Bruce also felt the plan should be limited. Scott Mitchell stated if this has been done this way in the past and this

is fair to everyone then there is no need for a motion. Bill Acra stated this was an administrative procedure that he has done in the past and Bruce is just making the Board aware of it. Bill Blantz stated that many people have problems, but they still should pay the finance and late fee charges, because other people pay their dues on time. Bill Acra stated if this situation gets out of hand then Bruce can revisit it. John Fruin asked Bruce if interest is charged on the payment plans. Bruce stated no. Moe stated that today we have payment plans and have always charged the finance charge and monthly late fee. She and Chris agree that if no one is charged for being late then it could get out of hand. Also Moe stated that this would affect the income that is generated by the fees. Bill Acra stated that Bruce would make the final decision on whom and how the payment plans would be administered. Bruce stated currently the payment plans only go for six months. Scott Mitchell asked that Bruce and Moe should come up with some payment plan. Moe suggested that we should at least get the finance charges if not the \$10 monthly late fees. Bob Starks asked that someone submit their request and reasons in writing. Steve Wirth suggested possibly a structured plan. Bill Acra stated this would require more work. No motion required. Jeff Fuell suggested documenting a payment plan and presenting to the Finance Committee. Bruce will provide.

The annual meeting will be held on Saturday April 12th 2008.

Bruce discussed a letter he received for exception to a current policy. An individual was fined, came to next Judicial Meeting for an appeal and stated that Bruce gave him permission to dump dirt on the road. The panel tabled the appeal till the following month so Bruce could be present to discuss this claim. Bruce stated he did not give permission. The individual missed the next Judicial Meeting which Bruce had attended and therefore, according to the rules lost the opportunity for appeal. He is requesting that the Board allow him to appeal to Judicial one more time. Emmy Myers explained that she felt they had given several opportunities for the gentleman to attend meetings. Bill Acra explained that the contractor came after 5:00 p.m. at around 7:00 and dumped the dirt on the road. It was there over night and the deputies issued a citation. Bill Acra asked why Judicial issued a \$1500 fine. Emmy stated they wanted to make sure the gentlemen came back to attend the meeting with Bruce there so they could discuss the issue. The Board asked that Judicial hear the gentlemen again. Emmy agreed and asked that Bruce be in attendance at the meeting since there is a conflict in the statements made by the gentleman who was cited. Bruce will contact the individual to let him know. **Motion made by Bob Starks to allow them to go back to the Judicial to discuss the fines and make an exception to policy. Seconded by John Fruin. VOTE: FOR: John Fruin, Bill Blantz and Bob Starks ABSTAIN: Scott Mitchell. Motion carries.**

The garden club is asking for permission to solicit donations for their gardens throughout the valley. They would do this by having someone hold a bucket for donations while they are working at a particular spot. **Motion made by Bob Starks to allow the Garden Club to place buckets in the locations that they will be working throughout the year for any donations. Seconded by Scott Mitchell.** Discussion: John Fruin suggested donating via the 501c3 and they would receive a tax deduction. Bill Blantz stated that if this happened, receipts would have to be issued. More discussion continued. Bonnie Starks suggested that receptacles be placed in lobby for donations. Emmy stated that the intent of the Garden Club was just to place a bucket in the area that they are working because many times residents stop to tell them how great it looks and how hard they work. Kathy asked if the Front Entrance was a park and could it be included in

the 501c3 foundation. John Fruin and Bill Acra stated we could add that location to the description. **Motion carried unanimously.**

Recreation Committee Report - Angie does an awesome job. She has something coming in March and there may be other alternatives. She is offering a 7 day free workout period. March enrollment fee \$15.00; Added 20 more hours per week. College students have a 3 month membership: \$50 plus \$25 enrollment fee. Working on ladies self defense class for March 3rd.

Steve Wirth asked Bruce if he had made any decisions on striping on roadways. Bruce stated he has some preliminary thoughts, but will go to Safety first.

COMMITTEE REPORTS

Judicial Committee Report: Nothing to report

Architectural Committee: Steve Wirth reported for the committee

Steve reported that the article about the Property Maintenance Committee was in the Echoes and they had received two responses. Another article will be posted in the next Echoes. Nothing has been determined as yet, but information will be forth coming.

Political Action Future Planning: Don Wittekiend reported for the committee

Water park information is being worked on and will be finalized in spring of 2008. Jeff Hughes is working on the coyote problem and will be discussed in spring 2008. Dog Park on 77 acres was discussed and will be covered at future meetings. Jeff Hughes is involved with issues about tax on community building. Don stated they are happy to have Scott Mitchell as a member. He will be joining the committee in the future.

Lakes Committee: Dave Patterson reported for the committee

Committee is looking at minimum age of spotters rule. They are checking on rules at other lakes.

Boat docks scheduled to go in behind Willie's.

Resident asked about dredging and a sea wall. He was approved by the Lakes Committee and will work with Bruce.

Dave stated the Army Corp of Engineers had come to Hidden Valley and met with him, Bruce and Rick Manion. It was a very informative meeting regarding dredging and procedures. He believes they will be helpful in the future.

Civic Club: Steve Wirth reported for the committee

Steve Wirth reported that all events will be listed on the agenda for next month. Some may not have dates, but want all the events approved at one time. Liz Muhlada will forward an email to Bruce with the list.

Finance Committee: Nothing to report

Community Safety & Elections: Bob Sypniewski reported for the committee

Bob reported the committee started a sign survey. They are looking for recommendations where additional stop and speed signs should be located.

Working with Kathy Wirth on the front entrance project. She is doing a wonderful job and they like what she has put together so far.

Still working on golf cart rules. The committee is not looking at banning, but looking at the safety issue regarding the carts.

Deputy Earl Wilhelm proposed that a Bicycle Rodeo will be held on May 3, 2008. Bonnie Carter, Linda Conley and Becky Lortz offered to assist on this project. Bob suggested to Linda that maybe we could have someone check on the proper installation of car seats. He hasn't heard back from her yet.

Bob suggested the following as a handout to the nominees for the HVLPOA Board. This is not a requirement, but just as a guideline. The following is the suggested guideline.

Suggestions for HVL POA Board Candidate Resume

HVL POA BOARD CANDIDATE RESUME

1. Candidate's full name.
2. Period(s) of time candidate resided in HVL – from when to when.
3. Period(s) of time candidate has owned property in HVL, if different from previous question – from when to when.
4. Current home address in HVL, if one.
5. Address of permanent residence if different from HVL address.
6. Type/number of properties owned in HVL.
7. Education: degrees, certificates, etc.
8. Profession – multiple professions if applicable; if candidate is retired, list professions when candidate was working.
9. Experience in HVL:
 - a. Committees served on – from when to when – positions held.
 - b. Club memberships – from when to when – positions held.
 - c. Other HVL service, both volunteer and paid – from when to when – projects worked on.

10. Volunteer experience outside of HVL.
11. List skills (professional, interpersonal, etc.) that are relative to holding a POA Board position – how will they help you as a board member?
12. Why do you want to be on the POA Board? (Include what you would like to accomplish.).
13. Other information you would like to share (family, hobbies, interests, military service, etc.).
14. Positions on specific issues facing HVL (these items would be modified each election by the elections committee, as appropriate).

Note: The questionnaire does not ask about age, sex, marital status, race, religion, etc. It does determine if a candidate’s permanent residence is in HVL, and also supplies information about the candidate’s HVL committee/club experience. Bonnie wanted to thank Steve Wirth who put together the suggestions.

The Board agreed that this handout would be given to those individuals submitting a nominating form. Gloria would hand them out as needed.

Streets & Parks Committee: George Lortz reported for the committee:

The following Performance Bond Returns were read by Bob Starks:

Lot#0006	19875 Hickory Road	Horizon Homes	\$1000.
		<i>Dues owed:</i>	<i>\$1000.</i>
Lot#2467	20244 Cedar Cliff Drive	Thomas & Carol King	\$1000.
Lot#3025	1568 Brookridge Circle	JDC Construction	\$ 500.
Lot#3347	19671 Alpine Drive	Howard Homes	\$1000.
		<i>Road Damage:</i>	<i>\$411.54</i>
Lot#0247	651 Hickory Road	Kevin Brown	\$500.
Lot#1997	19673 Ventura Drive	CW Construction	\$1000.
Lot#3232	1044 Hartford Ct.	CW Construction	\$1000.

Motion made by Bob Starks to approve performance bonds as read. Seconded by Bill Blantz. Motion carried unanimously.

Motion made by Scott Mitchell to approve the New Signs and Solicitation Rules of the HVL POA Handbook. Seconded by Bob Starks. Motion amended by Scott Mitchell to accept the Signs and Solicitation Rules with changing item 4 a.a.b. to 4 a.b.c. and changing the wording under item 4 a. to read “Open House” signs may be posted up to (2) days prior to the open house and must be taken down by midnight instead of *immediately*. Seconded by

John Fruin. VOTE: FOR: Bill Blantz, Scott Mitchell, And John Fruin. ABSTAIN: Bob Starks. Motion carried.

Dog Park Project –Mary Heil is in charge of this project. She has presented a complete portfolio and is in the process of putting together a PowerPoint presentation with the help of the rest of the committee.

501©3 Non-profit Entity – Foundation approved and the ext step is to have a constitutional meeting of the Board members. John Fruin stated that a way of donating appreciated assets to the 501c3 would be to buy a stock at \$25 and it goes to \$100, you can donate it and use the full amount as a tax deduction. Emmy Myers asked that John Fruin publish an article in the Echoes regarding donations. George stated the next thing is to identify projects from the committees and put a price tag on it. Donators can define where their contributions would go.

77-Acre Park, Hiking Trail Naming and Sign Project – More information in the next two months. Hoping to get funding from the 501c3 foundation.

Emerald Ash Borer –. Kathy Wirth reported and information is on the website. Early treatments are not really being effective. More information will be on the website.

Front Entrance Project – Kathy Wirth is working on this project – working towards a power point presentation.

Ditching Project – The committee has defined rules with better definitions and forwarded to the Architectural committee for review. Report postponed till the February meeting.

Mailbox Damage- A complaint came to the committee about mailbox damage on snow plowing. The current policy is that if an HVLPOA snow plow knocks over the mailbox, the HVLPOA will pay for the actual material, but not the installation. If the blowing of the snow from the snow plow damages the mailbox, the HVLPOA will not be held responsible for damage. This is an unwritten policy and the committee thinks it should be a written policy.

New Committee Chairman – Dan Putterbaugh has announced that he cannot continue as committee chair if the meeting continues on that date. The committee is considering changing the date. Bill Acra stated that committees can change their dates if they need to.

Dave Patterson asked that individuals who treat those emerald ash borer trees located on the banks of the lake make sure the treatments are not hazardous to the lake.

Old Business:

HVL POA Standing Committee Realignment. George explained that at the Boards request a meeting was held on the 15th of January regarding the realignment of committees. George reviewed documents which listed two things that were to be accomplished at the meeting. First everyone's agreement on what the current responsibilities are and then projected responsibilities in the future. This was accomplished at the meeting. Dan Putterbaugh and George thought there was going to be more discussion from this group. Streets and Parks has not met since that meeting and do not have a motion at this time.

After much discussion it was decided to the following:

1. Streets & Parks would have their next meeting and formulate a motion
2. Present draft of motion to Board & Committees
3. The motion then would be presented to the Board

George asked if Bob Sypniewski would like to include the changing of the name of their committee. Bob said they may have that ready for the next Board meeting.

New Business –

Scott Mitchell wanted to have a motion approved regarding using the profits from the sale of Lot#2974 placed back into HVL amenities and proposed projects. Bill Blantz stated that these funds are generally placed back into the operating account. Items occur during the year which are outside of the budget, and this covers those over budget items. It was decided to table this motion and look at it closer to the end of the year.

Motion made by Scott Mitchell to adjourn. Seconded by Bill Blantz. Motion carried unanimously.

Meeting adjourned 9:04 p.m.

Recorded by: Moe Manion