

HIDDEN TRAILS HOMEOWNERS ASSOCIATION

MINUTES OF THE QUARTERLY BOARD OF DIRECTORS MEETING

JUNE 5, 2003

CALL TO ORDER

The quarterly meeting was called to order at 6:05 p.m.

PRESENT

Board Members: PRESIDENT Erick Van Wechel, VICE PRESIDENT Jeanne Oppitz, and SECRETARY/TREASURER Patti O'Neill. **ALSO PRESENT** were twelve (12) homeowners, including architectural committee members, Neighborhood Watch Officer Danielle, and Jacquie Fujioka representing Menas Realty Company.

HOMEOWNER FORUM

Neighborhood Watch Presentation

Danielle talked about why Neighborhood Watch is important. Having a block captain for every street and setting up a phone tree between them is effective. She explained that reporting incidents of crime in the neighborhood calls attention to the area and may result in more officers being assigned to patrol. Management and Neighborhood Watch Committee Chair Connie Phillips to work together on disseminating information about safety and security discussed during this presentation.

Homeowner Issues

- One homeowner asked that his architectural fee be refunded in full, since his neighbors' were and his plans were no more complicated. Management to follow up with him.
- Another homeowner mentioned having been charged \$25.00 extra for his architectural application. Management to issue check.
- Landscape and other Lyon Homes issues were raised and addressed by Erick Van Wechel.

APPROVAL OF MINUTES

Board Meeting Minutes

MSP The board voted unanimously to approve as read the minutes of the March 6, 2003 Board meeting.

Architectural Committee Minutes

The minutes of the May 1 and May 30, 2003 Architectural Committee meetings were presented for review.

ARCHITECTURAL COMMITTEE

Committee Report

- A written report dated March 6, 2003 was presented.
- Brian Swanson explained to the Board that the Committee still needs a "sample plan" from the architect. Erick Van Wechel to follow up on that issue.
- Also discussed was the need for an appeal process and fining policy for enforcement. Management to create drafts of both for review at next meeting.
- Management reported that fee refunds had been issued per the Committee's recommendations.

Revised Documents

MSP The Board presented final revisions to the Architectural Guidelines and Rules and Regulations (based on Committee and Board Member input.) The Committee agreed to changes, and the Board voted unanimously to approve the same.

FINANCIAL REPORT

Financial Statements

The March, April, and May 2003 financial statements were reviewed.

Investments

MSP The members voted unanimously to invest \$40,000 from operating into a high-yielding CD.

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FINANCIAL REPORT *continued*

Delinquency List

A current list of delinquent accounts was presented for review. No accounts were noted as being over thirty (30) days past due.

MANAGEMENT REPORT

A current property inspection report and list of completed meeting action items was presented for review.

NEW BUSINESS

Audit Proposal

MSP The members agreed to accept the proposal from CPA Ron Grund to perform the annual audit and file tax returns.

O'Connell Payments

Management was directed to pay O'Connell Landscaping invoices and seek reimbursement from William Lyon Homes until such time that the landscaping is turned over to the Association.

Protocol for Committee Involvement

- Erick Van Wechel discussed concerns about the Architectural Committee having too many members, and that minimizing the committee's size is being taken into consideration.
- A few homeowners expressed wanting to set up a social committee. Erick encouraged the idea.

ADJOURNMENT

The meeting was adjourned at 9:30 p.m. The **next quarterly meeting** will be on Thursday, September 4, 2003 at 6:00 p.m.

- A **landscape turnover walkthrough** is tentatively set for July 1, 2003.
- Management to set **property inspection** date with Connie Phillips and other willing parties.

RESPECTFULLY SUBMITTED:

SECRETARY

DATE