

Hidden Ridge Resort Condominium Association, Inc.
Board of Directors' Meeting – Zoom Meeting
May 14, 2020, 8:30 a.m.
Approved via email May 17, 2020

Roll Call: Present Jim Lincoln called the meeting to order at 8:30 a.m. Jim Andres, Jim Grondin, Jim Sawyer, Cheryl Brady, Linda Wilson and Ron Heim all present.

- 1. Homeowner's Forum** – Due to COVID-19 and the Zoom Meeting there were no homeowners present nor was there any correspondence submitted to a Board Member. Until we can run a "normal" meeting, if there is anything a resident wants to be discussed, please forward it to a Board Member.
- 2. Vote to Ratify Off Season Email Votes:** In the off season there were issues that needed to be discussed and voted on that could not wait until May 1st. A motion was presented by Ron Heim and seconded by Linda Wilson verifying the off-season votes. Following is a list of those matters that came up:
 - a. February 26 the hill well needed a new UV system at a cost of \$10,000.
Approved
 - b. March 5 a new hot water heater, re-piping and venting needed in the pool room area. Quote from Synergy was \$10,074.13. This was approved and the work completed March 18.
 - c. March 17 the COVID 19 guidelines came out. Discussion was to keep clubhouse open and limit to 10 people. This later was rescinded per state order on March 24 and it was closed and remains closed.
 - d. March 17 requests came in from residents wanting to stay at Hidden Ridge over the allotted time for various reasons. All requests were denied. March 28 a request came for possible 3 extra days in April as she is a nurse at Door County Medical Center and her schedule was extended. Because of her job and the unusual circumstance of COVID-19, it was voted on and passed to let her stay 3 extra days if needed.
 - e. Prior scheduled resurfacing of the pool area, patch of pool surface, and staining of the walls of the pool room was completed early February. New signs were hung.
- 3. Minutes:** A motion was made by Cheryl Brady and seconded by Ron Heim that the reading of the minutes from the October 19, 2020 Board meeting be waived. Motion was approved. The minutes were approved in October via email and posted on the website at that time.

4. Treasurer's Report: Linda Wilson presented the 3rd quarter financial statements. Some bills are outstanding but as of March 31, 2020 the checking account balance was \$74,198 and the reserve fund was \$78,938 for a total of \$154,136. Some areas of savings came from water softening as there were not any leaks to repair and lower propane costs due to the milder winter. There are some revenue payments outstanding. Jim Grondin made a motion to accept the financial report as presented and Ron Heim seconded. Motion passed unanimously.

5. Committee Reports:

- a. **Website:** Jim Clark is handling Hidden Ridge's website and things are being posted in a timely manner. He is doing a great job.
- b. **Data Management:** Jim Sawyer explained concern there could be many key fobs and codes "floating out there". Vendor codes need to be updated. If there are key fobs residents are not using, please return to the office in the clubhouse or give to a Board member.
- c. **Security Codes:** Jim Sawyer explained his concern that there may be a time when everyone receives a new code, and should that be done yearly? He will coordinate with Cheryl Brady to ensure new owners get their codes and are inputted into the data system.

6. Maintenance Report:

Jim Andres explained the repair issues he oversaw this winter which included new signs for pool room, 2 new sensors in the attic of pool room, venting airflow to sauna.

Fortunately, there was only one leak this spring when the north well was turned on.

Speakers and sound system in the pool room are not working.

Jim Lincoln and the board thanked Jim A for all his work over the winter and keeping the board up to date on all problems, issues and projects.

7. Unfinished Business:

- a. **Door Guard Security System:** The gate has an issue that needs to be addressed, the electrical system seems to trip the transformer. Unsure if it is a transformer or electrical issue. Larry at Door Guard will be contacted.
- b. **Street Lighting change:** Jim A completed the change with those owners that requested a change.
- c. **New Owner Process:** Cheryl, who is interim secretary with the departure of Joe B, commended Joe for all his hard work in this area. She has connected with the title companies and with owners and buyers in process right now. She emails all the many documents legally needed for a success sale and it seems to be working so far. ANY owner wishing to sell please contact Cheryl so the correct

process can begin, and she also knows of people wanting to buy in Hidden Ridge. Welcome to new owners from the fall, Bruce and Kathy Polzar N Rocky Rd and in May, Dina Boettcher Topaz Ln.

- d. **Emergency Response:** Jim Grondin is in process securing bids for a clubhouse generator that is strong enough for our needs.
- e. **Formal Well Inspection:** Though not required by the state the Board felt it is wise to do so for “peace of mind”.
- f. **Hill Contract:** The Board is in the process of updating and securing a written contract with John Hill and his company to be in place by July 1 for the maintenance of Hidden Ridge. Some suggestions regarding the contract were: separate the billing into areas i.e. pool, lawn, clubhouse in order to help with bill paying and forming future budget amounts, reduced fee for the winter, list of employees etc. John Hill will meet with the Board at the next meeting June 6th.

8. New Business:

- a. **Extending Construction Season:** Anytime there is an emergency repair like a leaking roof this type of work is allowed off season. Contact Jim Sawyer.
- b. **Charge to Seller-Documentation Fee:** Do we charge the seller for all the documents that are legally needed between sellers/buyers/title companies? This was deferred for now as money is being saved by emailing all documents. Cheryl did bring up the possibility of raising Hidden Ridge’s “buy in fee” as an alternative.
- c. **2020-2021 Budget Approval Process:** Linda lead a discussion as to what is needed in order to form a budget for the next fiscal year. There will NOT be an increase in the HOA fees for the 2020-2021 fiscal year. We have a healthy reserve. The discussion of a one time \$50-\$100 assessment fee was put aside for that reason.
- d. **2020-2021 Projected Expenditures:** Linda Wilson asked the Board for ideas on projects in order to help make up the budget for the next fiscal year. Many ideas along with possible costs were brought up and will be taken into consideration as the Board develops the budget, approves it and presents to the residents at the annual meeting.
- e. **Bounce Back Badger Plan:** Hidden Ridge continues to follow the guidelines put forth by the state and county. It has been difficult to keep up with all the changes. At this time, the clubhouse will remain closed. A committee is being formed to develop guidelines when it does open. Discussion commenced regarding the opening of the laundry room. Cheryl said they are open in town and explained the guidelines they use. Linda Wilson said Hidden Ridge’s facility

“is not a business”. Cheryl made a motion to open the laundry room with the guidelines put in place. Jim Grondin seconded. Motion passed 4-2 (Ron had to leave the meeting before the vote). Cheryl will place sanitizing wipes and post guidelines and get it opened.

- f. **Annual Meeting:** The annual meeting scheduled for June 27, 2020 will be postponed. Date to be determined.

Next meeting at the clubhouse – June 6, 2020 at 8:30 a.m.

Linda Wilson made a motion to adjourn the meeting and it was seconded by Jim Grondin. Meeting adjourned at 10:30 a.m.

Respectively Submitted by:

Cheryl Brady, Interim Secretary