

Hidden Harbor HOA

Board Meeting Minutes — May 5, 2026

Summary minutes prepared from the meeting recording. Resident-specific details (names, addresses, and personal references) have been omitted. For specifics on any item, residents may contact the board at hiddenharbortn@gmail.com.

Meeting Purpose

Review financials, approve maintenance, and discuss strategic initiatives.

Key Takeaways

- Maintenance overhaul: approved a new maintenance request system (web form → task manager) and a full property inspection to create a proactive maintenance calendar.
- Financials and violations: approved a new budget for posting. Past-due accounts not communicating by May 15 will be sent to legal. Active violation cases were reviewed; specific case details are available from the board on request.
- System modernization: approved switching from the current payroll system to a more cost-effective payroll service before pool season. A full modernization plan will be discussed next meeting.
- Pool season prep: pool is ready for opening. Dumpsters arrive May 6 for the May 9 cleanup (9 AM–12 PM). New access rules require face photos for the check-in system and nightly gate locking.

Discussion

Financials and System Modernization

- Budget and annual minutes:
- The new budget, mirroring last year's without major projects, was approved for posting on the website.
- Annual meeting minutes were approved for posting.
- Past-due accounts:
- Accounts two cycles behind received late letters.
- Decision: accounts not communicating by May 15 will be sent to legal.
- Bookkeeping modernization:
- Problem: the current system is expensive and inefficient for tasks like payroll and billing.
- Solution: systematically replace functions with specialized tools.
- Decision: switch to a more cost-effective payroll service before pool season starts.
- A full modernization plan will be discussed next meeting.

Maintenance and Repairs

- New maintenance process:
- A new system will centralize repair requests:
 - Website contact form → task management system (creates tickets).
 - Tickets reviewed at board meetings for prioritization and assignment.

- The board's maintenance lead will conduct a full property inspection to create a proactive maintenance list.
- Specific repairs and approvals:
 - Soccer field gravel: approved using a \$153.81 hardware-store credit for gravel; a free load of gravel will also be delivered.
 - Potholes: assess potholes on Dock Road and the tennis-court parking lot to determine if a DIY repair is feasible.
 - Tennis court: beyond repair. Decision: assess if a DIY repair is possible using the ~\$2k insurance payout for parts, with the goal of converting it to a basketball court.
 - Power pole: approved a \$1,875 quote to replace the rotting power pole at the soccer field, a critical safety issue.
 - Basketball hoop: approved purchasing the correct replacement hoop (\$306.59) to ensure proper fit with the new backboard.
 - Fire pit: maintenance lead will assess and repair the fire pit.
 - Entrance signs: work with the sign contractor will continue.

Community Violations and Rules

- Amenities security incident:
 - A non-resident caused a hit-and-run at the pickleball court, highlighting a security gap.
 - Decision: the amenities gate must be locked nightly. A board member will perform checks until a permanent solution is found.
- Violation cases:
 - Several active cases were reviewed, including a work-trailer exception granted on a case-by-case basis, a mower-parking matter, an unapproved landscaping installation, and an abandoned vehicle on a county road.
 - Specific case details are available from the board on request.

Pool Season and Events

- Dumpster days:
 - Three dumpsters arrive May 6.
 - Hours: May 6–10, 9 AM–8 PM. The pool gate will be locked after hours.
- Pool cleanup:
 - Date: Saturday, May 9, 9 AM–12 PM.
 - Tasks: pressure washing, cleaning tables, setting up equipment.
- Pool readiness:
 - The pool is ready for opening.
 - The pool manager is interviewing lifeguards and hosts.
 - New access rule: hosts will take a face photo of each resident for the new check-in system.
- Pool light repair:

- The electrician is investigating the cause of the non-functional pool light.
- Goal: repair the light and explore installing dimmable floodlights.

Covenants Rewrite

- A gap analysis was distributed to guide the Covenants rewrite.
- Key discussion points:
 - Specificity vs. subjectivity: balance clear rules (e.g., grass height) with subjective judgment ("unsightly").
 - Boat storage: allow seasonal boat storage, tied to lake levels.
 - Petition process: create a formal process for residents to request exceptions to the rules.
 - Amendment process:
 - Requires a 75% vote of attendees at an annual meeting.
 - Then, a simple majority of all residents who respond.

Action Items

- Post the new budget and annual meeting minutes to the website.
- Send responses to homeowners regarding active violation cases per board direction.
- Schedule new payroll service implementation before pool season.
- Schedule a follow-up discussion on the full modernization plan.
- Maintenance lead: conduct a full property inspection to create a proactive maintenance list.
- Maintenance lead: assess potholes on Dock Road and the tennis-court parking lot.
- Maintenance lead: assess and repair the fire pit.
- Assess if a DIY tennis-court repair is feasible using the insurance payout.
- Board: review the Covenants gap analysis and send comments.
- Board: send a polite request to the owner of an abandoned vehicle on a county road.

Approved and posted by the Hidden Harbor HOA Board.