

**ANNUAL MEETING OF MEMBERS  
OF THE  
HIDDEN VALLEY FOUNDATION, INC.**



**NOVEMBER 20, 2021**

AGENDA  
HIDDEN VALLEY FOUNDATION, INC.  
ANNUAL MEETING OF MEMBERS  
NOVEMBER 20, 2021; 10:00 AM

ZOOM MEETING INFO: <https://us02web.zoom.us/j/84867075624?pwd=Mi9KVFo1ZVczSFhWSUZPbXdpVkdMQT09>  
Meeting ID: 848 6707 5624; Passcode: 985308; Dial by your location 1-301-715-8592 US (Washington DC)  
1-312-626-6799 US (Chicago)

1. CALL THE MEETING TO ORDER AT \_\_\_\_\_
2. BOARD ATTENDANCE ROLL CALL (recorded on separate sheet)
3. ESTABLISH BOARD QUORUM (MEMBERSHIP) \_\_\_\_\_
4. SET THE AGENDA

*Motion to Accept the Agenda (membership):*  
(Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_)

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Approved as Modified \_\_\_\_\_

5. RESORT PRESENTATION (To Be Announced) POWERPOINT/VERBAL
6. OPENING REMARKS - BOARD PRESIDENT VERBAL
7. APPROVE MINUTES OF THE NOVEMBER 21, 2020 ANNUAL MEETING PAGE

*Motion to Approve the Minutes of November 21, 2020 (membership):*  
(Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_)

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Approved as Modified \_\_\_\_\_

**REPORTS**

8. TREASURER'S REPORT (Bob Kollar) POWER POINT/VERBAL
9. AUDIT REPORT (Bob Kollar) VERBAL
10. EXECUTIVE DIRECTOR/STAFF REPORT (Meghan Yuhouse) POWER POINT/VERBAL
11. ACC COMMITTEE REPORT (Bill Leja & Donna Courson) VERBAL
12. MAINTENANCE COMMITTEE REPORT (Bob Mital) PAGE
13. RULES & REGULATIONS COMMITTEE REPORT (Toni Gorenc Oster) PAGE
14. SOCIAL & REC COMMITTEE REPORT & HANDOUT (Robin Henley & Erin Mikolich) PAGE
15. SLRP & SUB COMMITTEE REPORTS (Rick Etling) POWERPOINT/VERBAL
- 15.1 COMMUNICATIONS COMMITTEE (Chris Umble) - Subcommittee of SLRP PAGE
16. NOMINATING COMMITTEE REPORT (Chris Umble) PAGE

*Motion to Approve the Treasurer's and Audit Reports and Committee Reports (membership):*  
(Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_)

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Approved as Modified \_\_\_\_\_

17. VOLUNTEER RECOGNITION:  
    Volunteer Leader VERBAL  
    Volunteer Service VERBAL  
    Lifetime Achievement Award VERBAL
18. ELECTION OF DIRECTORS REPORT (Chris Umble) PAGE

19. **NEW BUSINESS:**

- 17.1 South Ridge Center Project Update
- 17.2 HVUS Update

VERBAL  
VERBAL

20. Adjournment

*Motion to Adjourn the Meeting (membership):*

*(Motion by \_\_\_\_\_ Secoded by \_\_\_\_\_)*

*Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Approved as Modified \_\_\_\_\_*

Question and Answer Session

**HIDDEN VALLEY FOUNDATION, INC.  
ANNUAL MEETING OF MEMBERS MINUTES  
NOVEMBER 21, 2020; 10:00 AM  
VIA ZOOM MEETING**

1. **CALL THE MEETING TO ORDER AT 10:04AM**
2. **BOARD ATTENDANCE ROLL CALL: Pat McGrail, John Eddy, Bob Kollar, David Fiola, Doug Henley, Bill Leja, John Newport (via Zoom) all present.**
3. **ESTABLISH BOARD QUORUM: Yes, quorum established.**
4. **SET THE AGENDA**

**President McGrail asked for a motion to set the agenda.**

**RESOLVED: JOHN EDDY** made a motion to set the agenda. **BOB KOLLAR** seconded that motion. There was no discussion. All of the directors voted in favor of the motion and the motion carried.

5. **OPENING REMARKS-BOARD PRESIDENT**
6. **RESORT PRESENTATION (Jeff Coulter)**
7. **APPROVE MINUTES OF THE NOVEMBER 23, 2019 ANNUAL MEETING**

**President McGrail asked for a motion to approve the minutes of the November 23, 2019 Annual Meeting.**

**RESOLVED: BOB KOLLAR** made a motion to approve the minutes. **DOUG HENLEY** seconded that motion. There was no discussion. All of the directors voted in favor of the motion and the motion carried.

**REPORTS**

8. **TREASURER'S AND AUDIT REPORT (Bob Kollar & Bob Armen)**

**President McGrail asked for a motion to approve the Treasurer's and Audit Reports.**

**RESOLVED: JOHN EDDY** made a motion to approve the reports. **DOUG HENLEY** seconded that motion. There was no discussion. All of the directors voted in favor of the motion and the motion carried.

9. **EXECUTIVE DIRECTOR/STAFF REPORT**
10. **ACC COMMITTEE REPORT (Bill Leja & Donna Courson)**
11. **MAINTENANCE COMMITTEE REPORT (Bob Mitall)**
12. **RULES & REGULATIONS COMMITTEE REPORT (Michele Fiola)**
13. **SOCIAL & REC COMMITTEE REPORT & HANDOUT (Robin Henley & Erin Mikolich)**
14. **SLRP & SUB COMMITTEE REPORTS (Jay Barbaccia)**
- 14.1 **SLRP & SUB COMMITTEE REPORTS (Jay Smith)**
15. **NOMINATING COMMITTEE REPORT (Chris Umble)**
- 15.1 **LANDSCAPE COMMITTEE REPORT**

**President McGrail asked for a motion to approve all committee reports as amended (adding Landscape Committee Report).**

**RESOLVED: BOB KOLLAR** made a motion to approve committee reports as amended. **BILL LEJA** seconded that motion. There was no discussion. All of the directors voted in favor of the motion and the motion carried

**HIDDEN VALLEY FOUNDATION, INC.  
ANNUAL MEETING OF MEMBERS MINUTES  
NOVEMBER 21, 2020; 10:00 AM  
VIA ZOOM MEETING**

16. **VOLUNTEER RECOGNITION (Chris Umble):**  
    **Volunteer Leader: Jay Barbaccia**  
    **Volunteer Service: Merylyn Scribner**
17. **LIFETIME ACHEIVEMENT AWARD (Presented by Pat McGrail): Dr. Richard Kalla**
18. **ELECTION OF DIRECTORS REPORT (Chris Umble): Chris Taylor, Dan Martin and John Dickinson**
19. **SOUTH RIDGE CENTER PROJECT UPDATE**
20. **HVUS Update**
21. **Adjournment**

**President McGrail asked for a motion to adjourn the meeting.**

**RESOLVED: JOHN NEWPORT** made a motion to adjourn. **DAVID FIOLA** seconded that motion. There was no discussion. All of the directors voted in favor of the motion and the motion carried.

**Time of adjournment: 11:53am.**

**Minutes respectfully submitted by David Fiola, Board Secretary**  
**There were 105 participants via Zoom.**

## Maintenance Committee Annual Report

October 30, 2021

The maintenance committee conducted meetings throughout the past year, and as with everyone, our meetings were hampered by the Coronavirus epidemic. So, while recent meetings are held at the foundation office in person, we have had committee members use the video conferencing method of attending.

Members of the committee are:

Robert Mitall- Chairperson

Dan Martin

Bill Leja -board liaison

Dave Oster

Tom Sierzega

Brian Hofer- Foundation Staff

Committee activities routinely consisted of monitoring our capital improvement projects by reviewing proposals, recommending actions to the board of directors, and monitoring the capital improvements budget.

### Significant Accomplishments

1. Salt storage- Reviewed concept plans for the development of the newly purchased Gardner Road lot and recommended delaying development of this parcel. The present salt storage facility will be repaired and will require replacement in the near future as it is at the end of its useful life.
2. Annual paving project- It was recommended to forgo paving any roads this year and roll this into a larger project for next summer. The committee recommends doing berm work to strengthen the shoulders and to perform drainage ditch rebuilding and lining.
3. Ridgeview Drainage project was designed, bid and completed. -
4. Retaining walls- several smaller retaining walls were reconstructed
5. Pool chemical feeders- replaced the chemical feeds controls at all pools for more precise monitoring and application of Chlorine and Ph adjustment.
6. Imperial Road drainage project was completed.
7. Landscape contractor oversight- monitored contractor performance with recommendations for improvements to performance and communication.
8. Reviewed bids and specifications for a new truck with plow and salter equipment and for a new miniexcavator
9. Reviewed bids and recommended award for winter maintenance to augment the foundation staff.
10. RFP's- reviewed specifications for landscaping and reviewed bids received.
11. Monitored capital project budget for costs and accuracy.

A special thanks to Brian Hofer for his dedication and work in providing the committee with information.

Rules and Regulations Committee Report  
for the  
Hidden Valley Homeowners  
Annual Meeting  
November 20, 2021

The Rules and Regulations Committee reviewed the policies presently on the website and identified all of the policies requiring an update. A new guide has been prepared with recommendations to make it easier for homeowners, as well as potential homeowners, to access the policies. The Homeowners Handbook was updated and revised to incorporate technical revisions.

The committee is presently in the process of revising and updating the outdoor fire policy.

Submitted by Committee Members,  
Barbara Sloan, Tom Killner and Toni Oster  
Board Liaison, Chris Taylor  
Staff Member, Meghan Yuhouse

## JANUARY 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat	NOTES: ALL EVENTS SUBJECT TO CHANGE
						<b>1</b>	<b>Jan 01</b> New Year's Day
							<b>5,12,19, 26</b> - Game Night 7 p.m.
2	3	4	5	6	7	8	<b>7</b> Happy Hour 5:30 p.m.
							<b>8</b> Teen Night (V. Brown)
9	10	11	12	13	14	15	<b>15</b> Regifting Party 7 p.m. (R. Henley)
							<b>16</b> Moonlight Snowshoe Hike 7 p.m. (M. Mikolich)
16	<b>17</b>	18	19	20	21	22	<b>17</b> Snowman Contest (R. Henley)
23	24	25	26	27	28	29	<b>17</b> M L King Day
							<b>TBD</b> XC Ski Outing
30	31						<b>29</b> Coffee Hour/Lecture 9/10 a.m. (Pavlik/Aldom)

## FEBRUARY 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat	NOTES: ALL EVENTS SUBJECT TO CHANGE
		1	2	3	4	5	<b>2,9,16, 23</b> - Game Night 7 p.m.
							<b>4</b> Happy Hour 5:30 p.m.
6	7	8	9	10	11	12	<b>5</b> Family Snowtubing Party 5 p.m. (E. Mikolich)
13	<b>14</b>	15	16	17	18	19	<b>12</b> Decadent Desserts Party 7 p.m. (R. Henley)
20	<b>21</b>	22	23	24	25	26	<b>14</b> Valentine's Day
							<b>21</b> President's Day
27	28						<b>26</b> Coffee Hour/Lecture 9/10 a.m. (R. Henley/Aldom)
							<b>TBD</b> XC Ski Outing

## MARCH 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat	NOTES: ALL EVENTS SUBJECT TO CHANGE
		1	2	3	4	5	<b>2,9,16, 23,30</b> - Game Night 7 p.m.
							<b>4</b> Happy Hour 5:30 p.m.
6	7	8	9	10	11	12	<b>19</b> Wearing of the Green Party 6 p.m. (J. Amenhauser)
13	14	15	16	17	18	19	<b>26</b> Coffee Hour/Lecture 9/10 a.m. (R. Henley/Aldom)
20	21	22	23	24	25	26	<b>26</b> Family BINGO 7 p.m. (E. Mikolich/ R. Henley)
27	28	29	30	31			



## APRIL 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat	NOTES: ALL EVENTS SUBJECT TO CHANGE
					1	2	<b>1</b> Happy Hour 5:30 p.m.
							<b>6,13,20, 27</b> - Game Night 7 p.m.
3	4	5	6	7	8	9	<b>9</b> Kids Easter Party 11 a.m. (E. Mikolich)
10	11	12	13	14	<b>15</b>	16	<b>15</b> Good Friday
							<b>17</b> Easter Sunday
<b>17</b>	18	19	20	21	22	23	<b>30</b> 7 Springs Hike/Lunch 10 a.m. (E. & M. Mikolich)
24	25	26	27	28	29	30	<b>30</b> Coffee Hour/Lecture 9/10 a.m. (R. Henley/Aldom)
							<b>TBD</b> Tennis Group          Bocce Group
							<b>TBD</b> Pickleball Group

## MAY 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat	NOTES: ALL EVENTS SUBJECT TO CHANGE
1	2	3	4	5	6	7	<b>4,11,18, 25</b> - Game Night 7 p.m.
							<b>6</b> Happy Hour 5:30 p.m.
<b>8</b>	9	10	11	12	13	14	<b>7</b> Kentucky Derby Party 6 p.m. (R. & D. Henley)
15	16	17	18	19	20	21	<b>8</b> Mother's Day
							<b>14</b> Hike
22	23	24	25	26	27	28	<b>28</b> Pool Opening Party 12:00 p.m. (E. Mikolich)
29	<b>30</b>	31					<b>28</b> Craft Beer Exchange 4:00 p.m.
							<b>29</b> Summer Kick-Off Carnival 4-7 p.m. (E. Mikolich)
							<b>30</b> Memorial Day

## JUNE 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat	NOTES: ALL EVENTS SUBJECT TO CHANGE
			1	2	<b>3</b>	4	<b>1,8,15, 22,29</b> - Game Night 7 p.m.
							<b>3,10,17, 24</b> - Happy Hour 5:30 p.m.
5	6	7	8	9	10	11	<b>TBD</b> Wine Tasting Glades Pike 5:30 p.m. (T. Eddy)
12	13	14	15	16	17	18	<b>11</b> Laurel Hill Hike and Picnic 10 a.m.
							<b>19</b> Father's Day
<b>19</b>	20	21	22	23	24	25	<b>25</b> Coffee Hour/Lecture 9/10 a.m. (R. Henley/Aldom)
26	27	28	29	30			<b>25</b> Bocce Tournament (R. & D. Henley)
							<b>25</b> June Summer Picnic 6 p.m. (R. Henley)
							<b>26</b> Family BINGO 4 p.m. (E. Mikolich)

## JULY 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat	NOTES: ALL EVENTS SUBJECT TO CHANGE
					1	2	<b>1,8,15, 22,29</b> – Happy Hour 5:30 p.m.
							<b>1</b> Caddie Shak 5 p.m. (E. Mikolich)
3	<b>4</b>	5	6	7	8	9	<b>2</b> Family Poker Run 11 a.m. (Mikolich)
							<b>2</b> Annual Pig Roast 6 p.m. (D. Sutara)
10	11	12	13	14	15	16	<b>3,10,17, 24,31</b> - Kidz Klub 6:30-8:30 p.m.
							<b>4</b> Red, White and Blue Color Run
17	18	19	20	21	22	23	<b>6</b> Pirates Game (vs. NY Yankees)
							<b>13,20, 27</b> – Game Night 7 p.m.
24	25	26	27	28	29	30	<b>15/16</b> Mountain Metric
							<b>23</b> Oldies Summer Picnic 6 p.m. (Jones)
31							<b>30</b> Coffee Hour/Lecture 9/10 a.m. (R. Henley/Aldom)
							<b>30</b> Ice Cream Social 7 p.m. (R. Henley)
							<b>TBD</b> Movie Night 8 p.m. (E. Mikolich)

## AUGUST 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat	NOTES: ALL EVENTS SUBJECT TO CHANGE
	1	2	3	4	5	6	<b>3,10,17, 24,31</b> – Game Night 7 p.m.
							<b>5,12,19, 26</b> – Happy Hour 5:30 p.m.
7	8	9	10	11	12	13	<b>6</b> Cornhole Tournament 11 a.m. (Leja)
							<b>6 or 13</b> Glow Pool Party 9 p.m. (E. Mikolich)
14	15	16	17	18	19	20	<b>20</b> ICV Bike & Hike 9 a.m.
							<b>20</b> Band Concert 5:30 p.m. (Gallagher)
21	22	23	24	25	26	27	<b>27</b> Coffee Hour/Lecture 9/10 a.m. (R. Henley/Aldom)
28	29	30	31				<b>27</b> August Summer Picnic 6 p.m. (R. Henley)

## SEPTEMBER 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat	NOTES: ALL EVENTS SUBJECT TO CHANGE
				1	2	3	<b>2</b> Happy Hour 5:30 p.m.
							<b>3</b> End of Summer Picnic 6 p.m. (R. Henley)
4	<b>5</b>	6	7	8	9	10	<b>5</b> Labor Day
11	12	13	14	15	16	17	<b>7,14,21, 28</b> – Game Night 7 p.m.
							<b>10</b> Doggie Paddle 12:00 p.m. (E. Mikolich)
18	19	20	21	22	23	24	<b>10</b> Wine Tasting 7:00 p.m. (Henleys)
25	26	27	28	29	30		<b>24</b> Coffee Hour/Lecture 9/10 a.m. (R. Henley/Aldom)
							<b>24</b> Oktoberfest 6:00 p.m. (B. Pater)
							<b>TBD</b> Mountain Playhouse (J. Collins)

## OCTOBER 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat	NOTES: ALL EVENTS SUBJECT TO CHANGE
						1	<b>5,12,19, 26</b> – Game Night 7 p.m.
							<b>7</b> Happy Hour 5:30 p.m.
2	3	4	5	6	7	8	<b>TBD</b> Big Savage Tunnel Bike Ride 9 a.m.
							<b>10</b> Columbus Day
9	<b>10</b>	11	12	13	14	15	<b>TBD</b> Mount Davis Hike 10 a.m.
							<b>21</b> Pumpkin Carving (E. Mikolich)
16	17	18	19	20	21	22	<b>22</b> Fall Festival 1 p.m. (E. Mikolich)
							<b>28</b> Committee Planning Meeting 5 p.m.
23	24	25	26	27	28	29	<b>29</b> Coffee Hour/Lecture 9/10 a.m. (R. Henley/Aldom)
30	<b>31</b>						<b>31</b> Halloween

## NOVEMBER 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat	NOTES: ALL EVENTS SUBJECT TO CHANGE
		1	2	3	4	5	<b>2,9,16, 23,30</b> – Game Night 7 p.m.
							<b>4</b> Happy Hour 5:30 p.m.
6	7	8	9	10	<b>11</b>	12	<b>11</b> Veteran’s Day
							<b>19</b> Harvest Party 6 p.m. (R. Henley)
13	14	15	16	17	18	19	<b>24</b> Thanksgiving Day
20	21	22	23	<b>24</b>	25	26	
27	28	29	30				

## DECEMBER 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat	NOTES: ALL EVENTS SUBJECT TO CHANGE
				1	2	3	<b>2</b> Happy Hour 5:30 p.m.
							<b>7,14,21, 28</b> – Game Night 7 p.m.
4	5	6	7	8	9	10	<b>3</b> Holiday Parade 12:00 p.m. (Henley)
							<b>3</b> Festival of Lights (R. Henley)
11	12	13	14	15	16	17	<b>10</b> Champagne Brunch 11 a.m.
							<b>10</b> Holiday Sing-a-Long 7 p.m.
18	19	20	21	22	23	24	<b>17</b> Holiday Cookie Exchange 10 a.m. (R. Henley)
<b>25</b>	26	27	28	29	30	31	<b>25</b> Christmas Day
							<b>TBD</b> Moonlight Snowshoe Hike 7 p.m.
							<b>31</b> New Year’s Eve

2021 COMMUNICATIONS COMMITTEE  
ANNUAL REPORT  
November 20, 2021

**Communications Committee Mission** – Responsible for internal, member-facing communications including weekly e-newsletter; email blasts as needed; management of the member portal on the HVF website; and other assignments as made by the Board.

**Objectives**

1. Stewardship of SLRP Communications Pillar
2. Content management for Weekly Update Newsletter
3. Internal communication coordination for Board and Committees as assigned
4. Update and maintain Homeowners Portal content on HVF Website

**Committee Members:** Debbie Watson, Marie Pfab, Chris Umble

The Communication Committee met 15 times during the year to pursue its agenda. Special thanks to Debbie Watson and Marie Pfab for ideas, experience, flexibility, and commitment to support the committee's work throughout the year.

Thanks also to the Marketing/Branding Committee (Wendy Clayton Gonzalez, Chair) for cooperation and coordination as the two committees, Communications and Market/Branding, share responsibilities for overall HVF communications. The committee is greatly appreciative of the support provided by HVF Board Liaison John Eddy and for the reliable professional support provided by John Wolffe on a weekly basis.

Key deliverables and accomplishments of the committee are as follows:

**HVF Website: Homeowners' Portal Update** – With the departure of Madison Duran from the Foundation staff early this year, the Communication Committee undertook much of the activity her position had supported especially as regards internal, member-facing communications. A major effort was the updating and maintenance of content within the Members' Portal on the HVF Website.

The committee completed an inventory of the site in Q1, noting content that was outdated or incomplete. In the absence of available staff, John Wolffe trained Chris Umble to perform a limited number of management functions within the website to implement the needed changes. The effort to update and maintain current content within the website is on-going, and the committee will continue to support the newly hired Community Relations Manager, Aleasha Monroe, in stewardship of the Portal.

**Standardize HVF Communications/Presentations** - The committee developed a standard presentation format for PowerPoint presentations to be used by staff, committee chairs, the Board and others when presenting to internal or external audiences. The standard format features the “Mountain Life Is Calling. Hidden Valley, PA” logo to reinforce our brand message to all audiences.

**HVF Weekly Update and Blast Emails** – The committee took responsibility beginning in January for the editing and production of the Weekly Update, the Foundation’s weekly e-newsletter. We want to acknowledge the steady contributions of content by Robin Henley and Erin Mikolich concerning Social and Recreation Committee events, of Vickie Baughman for reliable support and coordination, of John Dickenson for steady updates concerning SRC2 progress, and strong communications from Joe Kramer and the HVF Water Action Committee.

Blast Emails were also produced on an as-needed basis to communicate with homeowners on matter involving critical timing or special attention.

Weekly Updates and Blast Emails were reliably published on time thanks to the dedication of John Wolffe.

**HOA Communications Best Practices Benchmarking & HVF Gap Analysis** – Significant time was spent compiling an inventory of HOA communications best practices, with an emphasis on internal member-facing communications channels and tactics. Websites and strategies from six different HOAs from across the country were reviewed for content, tactics, and channel options for their homeowner members. The committee also reviewed HOA communications best practices as documented by two professional HOA associations.

The committee then conducted a Gap analysis of HVF communications channels and practices vs the documented industry best practices. The result is a series of recommendations for HVF to implement to improves communications to all audiences. The Market/Branding Committee provided complimentary benchmarking of external channels so that the final report addresses both internal and external channels and tactics.

The report including the Gap analysis and recommendations was presented to the HVF Board on November 19, 2021.

Respectfully submitted,  
Chris Umble, Chair

2021 NOMINATING & LEADERSHIP DEVELOPMENT COMMITTEE  
ANNUAL REPORT  
November 20, 2021

Purpose/Mission/Scope of Work: To support the successful sustainable governance of Hidden Valley Foundation by identifying, inviting, and mentoring volunteers in various roles of service to the Foundation; from among the homeowner volunteers to invite and develop a ballot of qualified candidates to seek open Board seats in each election.

Committee Members: Lisa Borrelli Dorn, Ann Gaudino, Chris Umble

In pursuit of its mission, the committee met ten times throughout the year and took the following general steps in 2021:

1. Continued year-round effort of stewardship of committee and task group participation.
2. Lower the barriers to participation by volunteers; mentor leaders serving on committees and task groups.
3. Support efforts to enhance communication, cooperation, and volunteer mentoring in outreach to Condo Boards.
4. Expand awareness and participation among homeowners of the Volunteer Recognition initiatives.
5. Promote awareness among homeowners of committee and task group scheduled meetings and encourage member participation throughout the year.

**Initiatives:**

- A. Volunteerism and Volunteer Recruitment
  - a. The committee was successful in guiding the recruitment of nearly seventy volunteers to serve and lead committees and task groups identified by the SLRP.
  - b. A complete roster of committees, leaders, and members was submitted to the Board and approved in January 2021.
  - c. The committee updated the Volunteerism site within the HVFToday website to better serve those interested in volunteering.
  - d. The Volunteer Information Form (volunteer application) was updated and approved by the Board, streamlining a former two stage process into a single stage process.
  
- B. Volunteer Recognition
  - a. Lisa Borrelli Dorn continued to lead the program of recognizing volunteers through newsletter publicity, distribution of "Hidden Valley Thanks You" mugs, recognition at Board meetings, and publicizing the annual volunteer awards.

- b. Committee and Board recognized volunteers throughout the year including specific action on the Social & Rec. Committee, SLRP Committee, Water Action Committee, and Spring Clean Up Committee.
- c. Annual Volunteer Awards – Publicity completed to promote volunteer recognition resulted in Nominations having been received in all three categories of recognition: Lifetime Achievement (Geo. And Helen Parke Award) Award, Volunteer Leadership Award, and Volunteer Service Award. Board verified conference of the Lifetime Achievement Award.
  - i. Recognitions will be presented at the November 20 HVF Annual Meeting.
- d. Board approved recommendation to establish a Recognition Grove where trees will be planted and banded to bear the names of Volunteer Award recipients. We are currently awaiting word from a landscaper authorized to plant the initial grove around the SRC Pond on South Ridge Drive.

#### C. Leadership Development

- a. Confirmed/secured committee chairs for 2021 (December 2020)
- b. Committee (John McGrail) reached out to Condo Boards with an offer of support for work them as may be requested.
- c. Conducted the Board Informational Session on June 19 to address the questions and interests of homeowners than may consider running for a Board seat in the future.

#### D. Board and Elections Development

- a. Exploring with new TOPS system the capability of electronic voting as an aspect of future elections
- b. HVF Board Nominating and Election Process/Goals
  - i. Lower barriers and increase member participation in Board elections
  - ii. Create and get approval on 2021 Elections Calendar –May
  - iii. Seek At-Large and Self Nominations – August/September
  - iv. Conduct Meet the Candidates meeting - October
  - v. Complete mailing of ballots October 5
- c. Nominations closed September 22. Seven candidates were identified, three through self-nominations, for by At-Large Nominations. Ballots were mailed to homeowners on October 6. Completed ballots were due to Stenger-Bies by November 11, 2021.
- d. Meet the Candidate’s forum successfully completed on October 16, moderated by Lisa Borrelli Dorn and Rick Etling.
- e. Audio recording of Meet the Candidates posted to the HVFToday website and publicized via the Weekly Update on 10/26 and 11/4.
- f. Election results to be announced on November 20 at HVF Annual Meeting.

- E. Acknowledgements – The chair extends great appreciation to the committee members for energy, faithful participation, and great ideas. And special thanks John McGrail for his self-less leadership and contributions over two-year time as a member of the committee.

Respectfully submitted,  
Chris Umble, Chair