



**These minutes at this point are not official and may contain inadvertent and/or unintentional errors and/or omissions. The minutes will become official only after any corrections and/or upon approval by the Hidden Valley Foundation, Inc. Board of Directors at its next regularly scheduled Monthly Meeting.**

**MONTHLY BOARD OF DIRECTORS MEETING  
HIDDEN VALLEY FOUNDATION, INC.  
Saturday, June 21, 2025**

**Meeting Minutes**

**1. Members' time:**

President Pat McGrail indicated per the Sign-In List that currently there was no Hidden Valley Foundation, Inc. ("HVF") Member(s) requesting to speak at the Board of Directors ("BOD") Meeting during Members' time.

**2. Call the meeting to order:**

There being no HVF Member(s) wishing to speak, the HVF BOD Meeting of June 21, 2025, was called to order at 9:11 AM by President Pat McGrail at South Ridge Center 1 (SRC 1").

**3. Board attendance roll call:**

- Board Members in attendance in Person: Pat McGrail, Rick Etling, Bob Kollar, Dan Martin, Lisa Borrelli Dorn, and Tom Molenda.
- Board Members in attendance via zoom: Dan Friday.
- Board Members in attendance via phone: None.
- Board Members not in attendance: None.

Also, in attendance from the HVF Staff was Anna Holloway, Community Manager & Executive Director.

**4. Establish board quorum:**

Establishment of BOD Quorum Confirmed (Six BOD Members in person and one via Zoom).

**5. Announcements/Discussion Points:**

**Announcements:**

**5.a.1 Summer 2025 Paving Project** - Various Locations Around the Community and is scheduled to commence on approximately on July 4<sup>th</sup> and will continue until approximately August 1st. Please be aware and proceed with caution.

**5.a.2 SRC Pool** – The pool will be staying open on Fridays & Saturdays until 9:00 PM from July 4-August 9, weather permitting of course.

**5.b Discussion items:**



**5.b.1 Proposed Golf Cart Policy** – Discussions were held to review the pros and cons to the Golf Cart Policy to be dealt with under New Business, Items 15.1 & 15.2

**5.b.2 Proposed Amenity Usage Wording Update – Owner/Resident House Rules Handbook** – Discussions were held to review the pros and cons to the Proposed Amenity Usage Wording Update – Owner/Resident House Rules Handbook to be dealt with under New Business, Items 15.3. Attempting for make the community a more pleasant and safety environment.

**5.b.3 Proposed Wording Update to Ductless HVAC Systems Policy** - Discussions were held to review the pros and cons to the Proposed Wording Update to Ductless HVAC Systems Policy to be dealt with under New Business, Items 15.4.

**5.b.4 ATV, UTV and Snowmobile Policy Discussion** - discussions were held and it was generally agreed that some revisions would need to be addressed in the future.

**5.b.5 Application by Homeowner to Install a Grid/Grass System for Parking** – It was agreed this application would be tried as a “pilot program” for a one-year trial period to be installed and ultimately removed if it does not work out all at the property owner’s expense and responsibility.

**5.b.6 Tree Removal Project** – There is currently and will continue to be money in the budget to address this matter. This program is to get “the biggest bang for our bucks” in conjunction with HVF Arborist and the Maintenance & Facilities Manager.

**5.b.7 Snowfield Pathway Project** – the plan established with EDES along with the Pathway Committee under a design build process will commence.

## **6. Set the Agenda:**

**RESOLVED:** Lisa Borrelli Dorn made a Motion to Set the Agenda Rick Etling seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

## **7. Volunteer Recognition:**

**Donna Courson & Rob Hanlon – Co-Chairs of ACC Committee in Recognition for Their Leadership With the ACC Committee on Behalf of the Homeowners** - The summer months are especially busy for the committee, and they have always, somehow, risen to the needs at all times.

## **8. Approve the May 17, 2025, Board Meeting Minutes:**

**RESOLVED:** Bob Kollar made a Motion to Approve the May 17, 2025, Board Meeting Minutes. Tom Molenda seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

## **9. Approve the June 2, 2025, Special Board Meeting Minutes:**



**RESOLVED:** Bob Kollar made a Motion to Approve the June 2, 2025, Special Board Meeting Minutes. Lisa Borrelli Dorn seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

#### **10. Treasurer's Report, Page:**

Treasurer Bob Kollar, along with Anna Holloway, Executive Director, and Community Manager, gave the Treasurer's Report. For more details related to the Treasurer's Report please see the information in the TREASURER'S PERFORMANCE DASHBOARD, HIDDEN VALLEY FOUNDATION, FOR THE ELEVEN-MONTH PERIOD OF JULY 1, 2024, TO May 31, 2025.

**RESOLVED:** Lisa Borrelli Dorn made a Motion to Accept Treasurer's and Applicable Reports. Rick Etling seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

#### **11. Executive Director Report, Verbal:**

Anna Holloway, Executive Director & Community Manager:

- Regarding tree removal, the Foundation routinely trims and/or removes dead or diseased trees located throughout the community. The Foundation's arborist along with our Maintenance & Facilities Manager will be doing a tour of the property this summer to develop a comprehensive listing of areas needing attention and will provide recommendations on priority.
- Plans for starting work on the Snowfield Pathways project were discussed. A design-build approach will be utilized. The next step will be to have the Foundation's consulting engineer develop a project overview document that can be distributed to interested contractors.

#### **12. Maintenance & Facilities Manager Report:**

Brian Hofer, Maintenance and Facilities Manager:

- Report contained with Anna Holloway, Executive Director & Community Manager's report above.

#### **13. Committee Reports:**

- 13.1 Finance Committee, Verbal**, Bob Kollar, Chairperson
- 13.2 Audit Committee, No Report**, Robert Armen, Chairperson
- 13.3 Maintenance Committee, No Report**, Tom Sierzega, Chairperson – Reviewing the possibility of installing convex mirrors at several intersections.
- 13.4 Strategic Long-Range Planning Committee, No Report-Submitted Quarterly**, Debbie Watson, Chairperson
- 13.5 Social and Recreation Committee, No Report**, Robin Henley & Erin Mikolich, Co-Chairpersons
- 13.6 Nominating & Leadership Development, Page**, Chris Umble, Chairperson
- 13.7 Architectural Control Committee, Page**, Donna Courson & Rob Hanlon, Co-Chairpersons
- 13.8 Rules & Regulations Committee, Page**, Sherrie Marafino, Chairperson
- 13.9 Marketing and Communications Committee, No Report**, Debbie Watson, Chairperson
- 13.10 Community Safety & Security Committee, Page**, Beverly Zern, Chairperson
- 13.11 Water and Wastewater Committee, No Report**, George Harakal, Chairperson



**13.12 Multi-Use Paths Committee, No Report, Jay Smith, Chairperson**

**13.13 Clean Energy Committee, No Report, Bob Earley, Interim-Chairperson**

**13.14 Environmental Stewardship & Landscaping Committee, Page, Tom Sierzega, Chairperson**

**13.15 Rental Impact Working Group, Page, Patrick Sweeney, Chairperson**

**RESOLVED:** Rick Etling made a Motion to Accept Committee Reports as presented. Dan Martin seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

**14. Other Reports:**

**14.1 Security Incident Report Summary** (See attached page for details):

**14.2 Jefferson Township Communications** (See attached page for details):

Chris Lindberg is the Board's Liaison and is active with the Somerset Ambulance Authority, New reflective markers were placed on Gardner Road for safety and night and foggy times

**15. New Business:**

**15.1 Motion to Remove Proposed Golf Cart Policy from the Table:**

**RESOLVED:** Bob Kollar, based on previous discussions, made a Motion to Remove Proposed Golf Cart Policy from the Table. Tom Molenda seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

**15.2 Motion to Approve Golf Cart Policy:**

**RESOLVED:** Lisa Borrelli Dorn, based on previous discussions, made a Motion to Approve Golf Cart Policy. Bob Kollar seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted to **not approve** the Motion and the Motion failed to carry.

**15.3 Motion to Approve Wording Update to Unit Owner and Resident House Rules Handbook (Amenity Usage Guideline Section):**

**RESOLVED:** Bob Kollar made a Motion to Approve Wording Update to Unit Owner and Resident House Rules Handbook (Amenity Usage Guideline Section). Lisa Borrelli Dorn seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

**15.4 Motion to Approve Wording Update to the Ductless HVAC Systems Policy:**

**RESOLVED:** Rick Etling made a Motion to Approve Wording Update to the Ductless HVAC Systems Policy. Tom Molenda seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

**15.5 Motion to Approve Volunteer Application of Michael Baker for membership on the Rental Oversight Working Group:**



**RESOLVED:** Lisa Borrelli Dorn made a Motion to Approve Volunteer Application of Michael Baker for membership on the Rental Oversight Working Group. Tom Molenda seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

**15.6 Motion to Approve Volunteer Application of Steve Gonzalez for membership on the Community Safety & Security Committee:**

**RESOLVED:** Tom Molenda made a Motion to Approve Volunteer Application of Steve Gonzalez for membership on the Community Safety & Security Committee. Rick Etling seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

**15.7 Motion to Approve Volunteer Application of Jack Neely for membership on the Nominating & Leadership Development Committee:**

**RESOLVED:** Lisa Borrelli Dorn made a Motion to Approve Volunteer Application of Jill Jack Neely for membership on the Nominating & Leadership Development Committee. Bob Kollar seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

**15.8 Motion to Approve Volunteer Application of Jill Neely for membership on the MarCom Committee:**

**RESOLVED:** Lisa Borrelli Dorn made a Motion to Approve Volunteer Application of Jill Neely for membership on the MarCom Committee. Bob Kollar seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

**15.9 Motion to Approve Volunteer Application of George Harakal for membership on the Maintenance Committee:**

**RESOLVED:** Dan Martin made a Motion to Approve Volunteer Application of George Harakal for membership on the Maintenance Committee. Rick Etling seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

**15.10 Motion to Approve Mission Statement for Environmental Stewardship & Landscaping Committee:**

**RESOLVED:** Rick Etling made a Motion to Approve Mission Statement for Environmental Stewardship & Landscaping Committee. Bob Kollar seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

**16. Set next monthly meeting date:**



President, Pat McGrail stated, the next Monthly Board of Directors Meeting of the HVF will be held on Saturday July 21, 2025, at 9:00 AM – The Monthly Board of Directors Meeting will be held at the SRC Great Room and via Zoom.

**17. Adjournment:**

President, Pat McGrail asked if there was anything for the Good of the Order, none being presented, there was a request for a Motion to Adjourn.

RESOLVED: Dan Martin made a Motion to Adjourn the Meeting. Tom Molenda seconded the Motion. There being no further discussion(s), all Directors present and on Zoom voted in favor of the Motion and the Motion carried.

The meeting adjourned at 10:33 PM.

Respectfully submitted for consideration,  
Dan Martin, HVF, BOD Secretary

As a reminder, there will be a CPR Safety Class to be held tomorrow, Sunday, June 22.