

HIDDEN HARBOUR HOMEOWNERS ASSOCIATION BOARD MEETING
MEETING REPORT
Tuesday January 6, 2026
6:00PM

The meeting was called to order by president Tom Papademos at 5:57 pm. Trustees present were Doug Swary, Doug Beat, Jerry Sullivan, Cindra Keeler, Patti Wise, and administrator Erin Osstifin.

“OLD” Business:

Minutes- Approval of Board meeting minutes: October 14, 2025: Tom Papademos presented the October 14th meeting minutes; Doug Swary moved that the minutes be accepted; Doug Beat seconded; the motion was approved by all.

- NEW ITEMS:

1. Late fees:
 - a. Erin Osstifin reported that the later fees are about 95% paid up. She is working towards 100% collection.
 - b. The USPS has announced a change in their policy regarding datemark. They are no longer guaranteeing that mail dropped at the post office will postmarked that same date; it may happen 2-3 days later. Any mail that must be postmarked on the same date must be presented at the counter and a request made. Erin Osstifin will send a notice to the homeowners as a reminder of the new USPS policy. Homeowners are encouraged to keep this new policy in mind when mailing in payments, to avoid unnecessary late fees.
2. Work on E. Shoreline to alleviate water issues has been completed. We have received invoice for final payment with note that the contractor will be back in Spring 2026 to take care of yardwork that was disturbed by construction. The board directed Erin to contact the contractor and discuss a temporary withholding of \$500-\$800 from final payment, to make sure the remaining work gets done on time and correctly.
3. Roach Reed inspected the emergency power supplies for the cameras. They were all replaced with new batteries.
4. There have been issues with overnight road parking, and parking in general. Cars are parking on the wrong side of the street, often across from cars on the opposite side, creating issues with through traffic. Erin will send a notice to all homeowners, along with copies of the appropriate declarations of restrictions, asking that homeowners cooperate so that traffic, emergency vehicles and snow plows can move through our streets. If the situation does not improve the board will consider assessing fees against violations.
5. Lack of ACC requests for approval: there is a lot of outside construction taking place without the homeowners submitting requests for approval from the Architectural Control Committee (ACC). Erin Osstifin will send a notice to the homeowners, some time in early Spring 2026, reminding them of the requirement for ACC approval prior to start of construction. The Board will discuss in a later session the assessment of fees for noncompliance with this requirement.

6. There were a number of mailboxes that were knocked down at the beginning of December during snow plowing operations. The mailboxes were not knocked by the snowplow, but rather by the heavy, wet snow. Erin will contact Countryside and talk to them about it.

- FINANCIAL-

1. Report by Treasurer
 - a. Overall report: the budgeted and actual expenses for 2025 were consistent. The net ordinary income was larger than budgeted.
 - b. 2026 Budget: expenses were kept about the same as 2025 with some adjustments based on anticipated contract escalations.
 - c. The Administrator's compensation was discussed. The last time that Erin Osstifin had an increase was in 2017. The Board felt that a \$100.00 per month increase was justified. Tom Papademos made a motion to that effect; Jerry Sullivan seconded; the motion was approved unanimously.
2. Investment of IR fees
 - a. New Morgan Stanley CD, 12 months, maturing 10/15/26, 3.75% fixed rate, \$85,000.00 deposit
 - b. New Morgan Stanley CD, 12 months, maturing 12/3/26, 3.70% fixed rate, \$203,000.00 deposit
 - c. MVCU (now Bay Area Credit Union) CD, 12 months, maturing 3/10/26, 3.0% APY rate
 - d. New Waterford CD, 6 months, maturing 5/12/26, 3.66% fixed rate, \$21,200.70 rollover
3. Removal of dead trees on Moon Lake Dr.: this work has been approved by the board at an earlier date, to be performed during this winter. Erin will contact the contractor to verify status of scheduling, etc.
4. The work for drainage improvement at north end of E. Shoreline will be carried in our books as Capital rather than Ordinary Expense.

- INFRASTRUCTURE-

1. Clean-up of roadways: no further action to report. Tom Papademos will try to contact the township to further discuss.

- GOVERNANCE-

1. The annual homeowners meeting will be tentatively scheduled for Tuesday May 12, 2026, at the Springfield Township Hall, starting at 7:00pm. Erin will reserve the hall. A notice will be sent to homeowners after the hall has been reserved.
2. The Board of Trustees of the HHHA is still short one member; also, there is no Board Vice President at present.
3. The Board briefly discussed annual fees for 2026. It was felt that at this time there is no need to increase fees. The Board will reexamine this item at the April 2026 meeting and report status at the Homeowners annual meeting.

- ADMINISTRATOR'S Report

1. Website revisions: no homeowner comments
2. First half 2026 fees: Erin will verify with CMG Tax and Accounting, Inc. that the invoices for the first half of 2026 fees have been mailed.

- ARCHITECTURAL CONTROL COMMITTEE report
 1. Work at 8107 Hidden Forest Dr.: the work has not yet been completed. There was concern with the slope of the new sidewalk (it seemed too steep); Erin will check with the Springfield Township building department. Monthly assessments will continue.
 2. 7920 N. Shoreline: the property is listed for sale. A prospective buyer has requested that the board allow them to place a 24" high decorative fence at the end of the property (there are already other fences on 2 sides of the property) to prevent young children from reaching the pond. The present owner submitted a request to the ACC. The board indicated that any request must be made by the owner that wants to do the work, rather than by someone on their behalf.

Next board meeting will be Tuesday April 21, 2026 at 6:00pm, at the ReMax office location 1787 Indian Wood Circle, Maumee, OH.

The meeting was adjourned at 7:30pm

Submitted: Tom Papademos