



# Hidden Lake Estates Condominium Association

## Standing Agendas As of April 2022

### Each Meeting

Looks backwards at status, Executive Sessions, catching up, and fixes/corrections.  
Looks forward to requirements and plans plus any "new business" raised.

Events during the intervening months between meetings add to what to review and plan.

### February through May

Implications on plans with new budget / new board  
Catch-up on "lack of business conducted in November"  
Landscaping Contract Improvements & Owner/unit Notifications  
All final spring/summer landscaping plans  
Federal Income Tax filing  
Status of R/E Tax Appeal Process in triennial year  
Winter impact clean-up  
Lake Committee Spring Meeting

### May through August

Known property maintenance / repair issues completed and planned  
Block Party

### August through November

Driveway / sidewalk needs finalized  
Lake Committee Fall Meeting  
Preliminary improvement plans coming year  
Budget / Election planning  
Christmas plans  
Insurance Renewal  
Snow service plans

### November through February (A busy time, often difficult to review past or plan future.)

Budget adoption / Board Election  
Year-End Financials  
Roof Plans – odd years only

*NOTE: Other topics come from the long-term reserve plan "to-do list" for that year, contract renewals, and new business raised.*

### **February Meeting – is actually a major catching-up and spring planning session.**

Looks back November, December, January, February 4 months  
Looks forward to February, March, April, May 4 months

### **May Meeting – is first spring review and sets the schedule for summer.**

Looks back at February, March, April, May 4 months  
Looks forward to May, June, July, August 4 months

### **August Meeting – is first yearly review and sets the schedule for fall and winter.**

Looks back at May, June, July, August 4 months  
Looks forwards to August, September, October, November 4 months

### **November Meeting – is critical planning for coming year, and both winter and spring.**

Looks back at August, September, October, November 4 months  
Looks forward to November, December, January, February 4 months