

**HICKORY CLUSTER ASSOCIATION BOARD OF DIRECTORS
JANUARY 21, 2026 REGULAR MEETING MINUTES**

1. CALL TO ORDER & QUORUM

- a. VP Kathryn Fay, Secretary Carol Laird, President Michael Poss, and Director Pete Sohn formed a quorum online via Google Meet, Director Ashley was absent
- b. Abaris Managing Agent Smith attended
- c. President Poss called the meeting to order at 7:33 p.m.

2. MEMBER FORUM

- a. 11504 Maple Ridge Member expressed concern with HVAC Common Area easements
- b. 11571 Maple Ridge Member objected to HVAC in Common Area and wood screens
- c. 11539 Maple Ridge Member objected to HVAC in Common Area and wood screens
- d. 11573 Maple Ridge objected to installation of HVAC in common area; also wants to notify all owners of Special Meetings; confirmed her HVAC application is in process by HCA
- e. 11540 Hickory Cluster Member asked about sound limits for HVAC; updated to 72dBA at December 2025 meeting; President Poss suggested product options

3. MINUTES & FINANCIALS REVIEW

- a. MINUTES: Directors reviewed and accepted December 17, 2025 Regular Meeting minutes; January 8, 2026 Special Meeting minutes also reviewed, accepted with typo to be corrected
- b. FINANCIALS for month and year ending December 31, 2025, Directors discussed:
 - i. Payments to Blade Runners, including two charges for ice melt buckets and treatments
 - ii. Receivables accounts 90 days overdue; VP Faye noted problems with Abaris auto-pay; suggested Abaris notices to Members with 90+ day past due amounts
 - iii. List of 12 pre-paid homeowners includes deceased former owners and others; Director Sohn and Abaris to follow up

4. DIRECTOR REPORTS & OTHER BUSINESS

- a. None

5. EXECUTIVE SESSION

- a. LEGAL
 - i. No legal counsel updates
 - ii. Previous Board 2024-25 Federal income tax draft listed 2025-26 Directors not 2024-25 Directors; Abaris to follow up on corrected documents and copy current Board
- b. COMPLIANCE
 - i. 11512 HICKORY CLUSTER: Block 3 Model C2 with ground level rear patio full glass wall not viable option for rear patio HVAC installation lineset access; HCA opposes front plaza option; Member opposes rooftop option; Directors agreed with one abstention to not oppose this HCA Common Area side landscape exterior HVAC equipment installation; easement process must be completed before installation; President Poss will follow up with Member
 - ii. 11595 MAPLE RIDGE: Block 2 Model B2; all Directors agreed prior via email to not oppose this exterior HVAC application
 - iii. 11529 HICKORY CLUSTER: Block 3 Model A home with no end wall; all Directors agreed prior via email that exterior HVAC equipment must be installed with the long

axis parallel to the rear patio wall to avoid screen requirement; Directors did not oppose this application

- iv. 11573 MAPLE RIDGE: Directors did not oppose the application; agreed exterior HVAC equipment must be installed with the long axis parallel to the rear patio wall to avoid screen requirement
- v. 11500 MAPLE RIDGE: All Directors agreed prior via email to not oppose this exterior HVAC application; agreed exterior HVAC equipment must be installed with the long axis parallel to the rear patio wall to avoid screen requirement
- vi. 11532 HICKORY CLUSTER: Member installed exterior HVAC equipment without RA DRB application or approval; Directors discussed further action and require visual acoustical screen; Directors did not oppose application, pending completion; President Poss will follow up with Member
- vii. 11533 HICKORY CLUSTER: Model A2B rooftop installation proposed; Member opposes visual acoustical screen; Directors agreed to not oppose application with stipulation to possibly require screen pending observed actual visual and acoustical impacts after exterior HVAC equipment installation
- viii. 11599 MAPLE RIDGE: Directors will follow up on this application
- ix. HVAC CLUSTER STANDARDS UPDATES: President Poss will consolidate and provide to Directors before next meeting, then update RA
- x. HVAC SOHN SCREEN: Design may require changes to increase side discharge HVAC equipment airflow; Director Sohn will collaborate with equipment representatives
- xi. HVAC EASEMENT APPLICATIONS: Ground level rear patio full glass wall home notarized easement executions and recordings to be managed by Secretary Laird as lead, with Directors Sohn and Ashley, HCA legal counsel, and survey specialists; related fee payment process to be determined
- xii. HVAC APPLICATION PROCESS: Directors discussed sending a letter to Members confirming HCA review and RA DRB application process and decision requirements; Director Sohn will follow up

c. PERSONNEL:

- i. President Poss discussed Director personal payment for increasingly-expensive printer ink and printer paper office supplies supporting HCA official business; Directors agreed to reimbursement; Agent Smith requested invoices

d. CONTRACTS

- i. RETAINING WALL: Agent Smith provided proposal bid comparison sheet; one included storm water management; FEA indicated this project was beyond their capabilities; HCA may need additional geotechnical firm to re-evaluate; follow up to be with Director Ashley at next meeting
- ii. GROUNDS MAINTENANCE AND SNOW REMOVAL: 2026 contract now includes restrictions to not trim or mow Liriope, to not remove rear row house leaves, and to not blow leaves into flower beds or planters
- iii. TREE MANAGEMENT: Tree survey and contract action still pending
- iv. TRIP HAZARDS: HCA legal counsel will send letter to final Block 1 Member who has not executed an easement agreement; Secretary Laird will request a copy

6. ADJOURNMENT

- a. Directors adjourned the meeting at 9:22 p.m.