

HIGHLANDS CONDOMINIUM ASSOCIATION MINUTES OF BI MONTHLY MEETING      DATE: August 10, 2016

BOARD MEMBERS PRESENT: Marga Larson/Treasurer, Joyce Curtis/President, Mike Ireland, Rick Ohlson/Secretary

PROPERTY MANAGER: Mark Campbell

GUESTS PRESENT: none

UNITS PRESENT: 224,421,141,107,424,314,214,417,216,405,426

CALL TO ORDER: The meeting was called to order by Marga Larson at 6:32pm

APPROVAL OF PREVIOUS MINUTES: Moved by Joyce and seconded by Rick to approve minutes getting unanimous approval by board.

REVIEW OF FINANCIALS: We are pretty much on target, per Marga.

ANNOUNCEMENTS: Joyce spoke on her Rec Center furniture drive; she was successful generating a good number of gently used pieces for the HOA to enjoy in the main area of the Rec Center. Joyce, on behalf of the board thanked the individuals who contributed a piece of furniture to the Association's Rec Center. Additionally she announced a desire to get a bookcase donated, so that Highlands's residents can donate books they have read for others to enjoy. It was announced there is interest to get the Rec Center carpets shampooed.

Board Member Mike Ireland identified a new botanical threat he is familiar with, an invasive species, hazardous to many animals, Tansy Ragwort a type of daisy that must be removed from the ground and plastic bagged to prevent spreading. Mike notes it will be very invasive if left untouched.

Marga proposed that we consider adopting a goal of paperless HOA communications, and polled attendees on their interest in such a policy. Meeting attendees were highly in favor of moving towards a paperless environment noted more of The Highlands various communications will be shifted to electronic.

Shannon expressed interest in Highlands landscaping and Marga noted a landscape committee might be formed to address Shannon's concerns. If you are interested, please make it known to any board member, Shannon, or Mark Campbell.

COMMITTEE REPORTS:

OLD BUSINESS: Joyce announced the recently formed Executive Committee would meet every other month; specifically the months the Board does not have a public meeting.

NEW BUSINESS: Joyce delivered a report endorsing HOA member Mark Musgrave be nominated for the remaining board opening. Rick Ohlson nominated Marga seconded and The Board unanimously approved his election to the board. Welcome to The Highlands Condominiums Board of Directors Mark Musgrave.

Joyce advised the Association has outstanding severe delinquency matters, to be handled by the Association attorney.

PROPERTY MANAGER'S REPORT: Mark reported the big leak on the uphill side of the main drive was finally located. As it turns out, the leak in the bend of the pipe was 100' from the erosion on the bank, which previously caused erosion of that bank face. Repair costs will be at least \$5000 due to location and complexity.

The FHA certification process commenced with the 209-page report being filed in early August. Mark notes it often takes multiple exchanges with the agency to get the certification approved.

The EWEB pipe relocation has started and will take about 3 weeks to complete. Potential exists for temporary water shutoff, with advance notice assured to the HOA, and minimal shut off time.

Curb repainting/lettering and new numbers on parking slots: this project will be completed before Labor Day, and include new stall numbers painted.

The deck replacement project for all decks has recommenced.

There is a plan to paint 2 buildings by the end of the year.

CALL TO PUBLIC: All Highlands owners are encouraged to attend the open board meetings during the year, and to voice any inquiries, concerns, even compliments to the board.

Tonite, Ellie asked for clarification on the dirty laundry rooms, is this a part of Rose's weekly responsibilities? Mark noted she is doing the trash rooms, and will move to get the laundry rooms looked after.

Shannon asked as the Hot Tub replacement project came in very much below budget, can a proper cover be obtained, due to the current 2 piece cover starting to deteriorate, and is somewhat unwieldy to use. Property Manager Mark confirmed he would secure an inexpensive cover within 2 weeks.

Shannon asked about having the outside drain area on the upper deck be fitted with a shower. She says it can be done for no more than \$100, as some parts are already in hand. It was pointed out it cannot be a head height shower, due to water dispersion pattern needing to be confined to the drain area, left the deck be subject to water rot around it.

Shannon brought up the need for a watering system for the breezeways, a plantings are wilting in our summer heat. All residents are reminded each breezeway has a working hose and please feel free to water our breezeway planted areas.

An upper flat, 417 will be offered for sale by the end of the year by owner.

MEETING ADJOURNED AT: 7:30 pm