

Approved Minutes of the October 9 General Board Meeting Highlands

Call to Order 6:30p

Quorum established by the Chair & proof of meeting notice established

Motion to approve Draft minutes of September 11, 2019 unanimously approved by the Board

Board Members present: Wayne Vincent/Chair, Ellie Andrejko/Treasurer, Rick Ohlson/Secretary & Craig Ward/Assistant Secretary

Units Present: 117, 155,308,109,153,206

Committee Reports:

Treasurer Report: Ellie notes no monthly report received as of yet from Bottom Line, as this is a very early in the month meeting. It will be covered in November.

Late Fees: Ellie noted in August there were 12 total late payments incurring her fees

6:36pm the minutes are notated that a call in for attendance by The Member at Large is initiated, exercising an approved method for a Director on the Board to attend a General Board Meeting. The Meeting then continued.

The Treasurer referred to sections of the By Laws in Articles 4, 5, & 12. The details note a voucher system being established to perform payments as relate to HOA business. The Treasurer does suggest that as the Board establishes a "Voucher" system, the Treasurer should not set the policy & do the signoff of the voucher for payments. No further action/discussion taken, at this time but discussion will continue in November General meeting.

A separate credit card existed for several years that has not been used. That card and the account attached to it will be closed and no adverse effect to existent Credit Cards the HOA does have in use, upon Ellie's follow up.

Employee Compensation: Discussion by the Chair requiring a discussion in an Executive Meeting by the Board of Directors no later than next months General Meeting on November 13. The Chair is adamant the entire Board must be involved in any compensation discussion for raises.

Insurance Committee: Total of 3 rejections thus far for our new policy inquiries. The Board is aware however there is an assigned risk pool which we will be put in to by some Insurance Company. Jay Bonzer (current Agent), and "Barkley" have given 2 rejections.

The committee is hearing input from potential insurers asking “what is the Highlands doing to mitigate future storm damage liability claims?” This means tree removal & carport strengthening.

A report was submitted by the Insurance Committee (Ellie, Craig, Mark, Ken) titled “Highlands Property Damage Mitigation”. Please review the attached document of that title.

A motion to approve the Highlands Property Damage Mitigation document presented by Ellie & Mark unanimously approved. This document will be sent to owners & insurance companies.

The Board advises all home owners there will be a future notice going out that will instruct you to get a new level of coverage in your home owner’s policy.

MOTION BY THE SECRETARY: The Board approves The Chair to execute the insurance contract for the HOA recommended by The Insurance Committee. Yea votes are Ellie, Craig & Rick. Nay vote = Marga... Motion passes.

Managers Report:

Trash collection could go up \$350 a month if we decide to mandate the trash collection company use smaller trucks to be less damaging to our HOA road system. The Property Manager has informed the board without question overloaded/heavy trucks are accelerating our road deteriorations.

Safety at The Highlands: it looks that a new committee will be formed as Craig is leaving and Daniel will be Chair with Jim Bird and Josiah to be committee members.

Board of Directors/Officers Vacancies: upcoming expected vacancies by both The Secretary & The Assistant Secretary who spoke of their homes being in escrow. Both expect their properties to be sold with new owners prior to the November General Meeting. The Chair noted for the record we have available positions on the Board and encourage all to consider joining us. There can be no nepotism for the record as our board positions are not “PAID” positions.

Fiduciary Duty: The Secretary chose to point out if you chose to serve on the Board you are obligated to attend meetings. If you do not attend meetings and offer no contact you are remiss in performing your Fiduciary Duty to the Highlands HOA. Please do not sign up to be on the Board if you can’t attend our monthly meetings.

Regenesis Study: The Chair has had direct communication with this vendor. There is without malice and without question a complete conclusion of the 2019 business association between Regenesis & The Highlands. There are no additional fees to be paid and there is no additional reports that will be received. The Chair noted “the new board in 2020 will address future work with Regenesis”.

Special Meeting is announced for October 23 at 6:30pm in the Rec Center to discuss HOA Insurance, if necessary with interim Board Directors/Officer Vote TBD & employee compensation.

Open Forum: Beautification Committee has started planting flower bulbs for a beautiful Spring flowering.

Adjourned at 8:10p

Respectfully Submitted by your outgoing Secretaries

Rick Ohlson Secretary
Craig Ward Assistant Secretary