

THE HIGHLANDS COMMUNITY ASSOCIATION, INC.
ANNUAL MEETING
SEPTEMBER 20, 2010
7:00 PM

I. 7:00 pm Welcome and Call to Order

The 2010 Annual Meeting was held on October 12, 2010 in The Highlands Country Club. Board President Keith Shaffer called the meeting to order at 7:05pm.

II. Introductions of the Board Members and the Manager: Board Members Keith Shaffer, Terry Patterson, George Emerson and Arnika Hoover were present. Lynn Hillman was not able to attend.

III. Quorum Certification and Proof of Notice of Meeting:

Martha Yeager (ACS West) notified the membership that there were not enough proxies received to establish a quorum. Basic information was shared during the meeting, but no votes could be accepted.

IV. Approval of the Minutes:

Postponed until a quorum can be established.

V. Reports:

- **Presidents Report:** Keith opened up with an annual summary.
 - Despite the challenging economy, the Association continues to do well.
 - Lowering annual dues from \$352 to \$320 (10% reduction) for anyone paying in full by December 1st. A \$5 per quarter administrative fee will be added to all others, and that fee will pay for coupon books and the administrative requirements associated with collecting and processing payments. With the fees, the new rate will become \$85 per quarter, a slight savings.
 - Dam on lake is up for recertification in 2012, and we are guesstimating that it will cost approx. \$10,000 to \$30,000 to do the required engineering study (based on prior discussions with the firm that completed the previous study). Funds are available in the reserve account.
 - Question arose about how much money is in the reserve account. Keith stated approx \$200,000 is currently available in the reserve account.
 - Keith also discussed the entrances from Woodpecker and the 5-year plan development plan for the entrance.
 - Discussion was held regarding the meeting with Jim Holland and the current road improvement project.
- **Treasurer's Report:** Keith Shaffer presented Lynn Hillman's report.
 - Currently approx \$10,000 behind income budget due to late payment of assessments. \$27,000 under budget for expenses. Net \$16,000 ahead of budget.

VI. Election Process:

- **Introduction of Candidates:**
 - Giovanni Tonti-Not present due to last minute work related emergency.
 - Kerry Smith-Introduced herself.
 - Keith Shaffer-Re-introduced himself.
- **Opened the floor for nominations:**
 - No one was nominated from the floor.

VII. Vote on Election of Directors

Postponed until a quorum can be established.

VIII. Constructive Comments from the Membership

IX. Unfinished Business

X. New Business

- **IRS Ruling 70-604**
Postponed until a quorum can be established.

XI. Adjournment

THE HIGHLANDS COMMUNITY ASSOCIATION, INC.
ANNUAL MEETING
OCTOBER 12, 2010
7:00 PM

I. 7:00 pm Welcome and Call to Order

The 2010 Annual Meeting was convened on October 12, 2010 in The Highlands Country Club Old Clubhouse. Board President Keith Shaffer called the meeting to order at 7:00pm.

II. Introductions of the Board Members and the Manager: All Board Members were present – Keith Shaffer, Terry Patterson, Lynn Hillman, and Arnika Hoover.

III. Quorum Certification and Proof of Notice of Meeting:

Martha Yeager (ACS West) confirmed that a sufficient number of proxies had been received to establish a quorum.

IV. Approval of the Minutes:

Minutes from the 2009 annual meeting were approved.

VI. Reports:

- **Presidents Report:** Keith repeated the information provided at the September meeting.
 - Despite the challenging economy, the Association continues to do well.
 - Lowering annual dues from \$352 to \$320 (10% reduction) for anyone paying in full by December 1st. A \$5 per quarter administrative fee will be added to all others, and that fee will pay for coupon books and the administrative requirements associated with collecting and processing payments. With the fees, the new rate will become \$85 per quarter, a slight savings.
 - Dam is up for recertification in 2012, and we are guesstimating that it will cost approx. \$10,000 to \$30,000 to do the required engineering study (based on prior discussions with the firm that completed the previous study). Funds are available in the reserve account.
 - Keith also discussed the entrances from Woodpecker and the 5-year plan development plan for the entrance.
- **Treasurer's Report:** Currently approx \$10,000 behind income budget due to late payment of assessments. \$27,000 under budget for expenses. Net \$16,000 ahead of budget.

VII. Election Process:

- **Introduction of Candidates:**
 - Giovanni Tonti – Introduced himself.

- Kerry Smith – Introduced herself.
- Keith Shaffer – Introduced himself.
- **Opened the floor for nominations:**
No one was nominated from the floor.

VIII. Vote on Election of Directors

Giovanni Tonti was elected to a 3 year position, and Keith Shaffer was elected to a 2 year position.

IX. Constructive Comments from the Membership

X. Unfinished Business

XI. New Business

- **IRS Ruling 70-604**

The membership approved implementing this rule to move any excess income to the reserve account as a means of maintaining our not for profit status.

XII. Adjournment