

The Highlands Community Association

Annual Meeting, September 30, 2019

The Reserve Restaurant

1. 1. Call to Order: Mr. Cullather, President, called the meeting to order at 7:02 PM. All current directors were present for the meeting along with Ms. Yeager, ACS West, the HOA management company.
2. Quorum: A quorum and Proof of Notice of the meeting were certified.
3. Approval of the Minutes: The minutes of the 2018 Annual Meeting were reviewed. Mr. Gitlin moved that the minutes be approved, seconded by Mr. Donegan. The minutes were approved by unanimous vote.
4. Reports:
 - a. Developer: Neither the Developer nor a representative were present to provide a report.
 - b. President:
5. The President updated the community on the repair and clean-up of location signs throughout the community.
6. He reported on the placement of nighttime lighting in and around the playground area.
7. He reported that the commons areas and community clubhouse at Lake Margaret had been deeded to the HOA.
8. He reported that the previously bound directory of residents has been replaced by an electronic version, with a large cost saving to the community.
9. He reported that the ARC guidelines have been extensively updated and that 82 separate projects were approved during the previous year.
10. He also reported that the proposed 2020 budget had been rescinded due to additional common areas and facilities being deeded to the community without advance notice, making it necessary to revise the budget. He also reported that the community dues would rise to \$385.00 per year for 2020, in part due to the increase in common areas.
 - a. Grounds Committee: The Chairman of the Grounds Committee introduced the members of the committee present at the meeting. He indicated that the Committee was undertaking work to improve the appearance of the mulch beds in the common areas with further plantings in two new beds.
 - b. Treasurer: The Operating Account stands at \$182,738 and the Reserve Account stands at \$188,517.
11. Elections: There is one open seat on the Board with the resignation of Mr. Davis after six years on the Board. There being only one candidate on the ballot for the position, a motion was made from the floor to elect the candidate by acclamation, agreed to by voice vote of the membership, accordingly, Mr. Rob Laurent was elected to the Board.
12. Volunteer of the Year: The Volunteer of the Year Award was presented to Mr. Lynn Herman for his work on erecting and maintaining the Christmas season decorations in the common areas of the community.
13. Member Voice:
 - a. A question was raised as to the status of the dam. Ms. Yeager reported that the engineering firm contracted to respond to the State is currently preparing the necessary reports.
 - b. A question was raised as to when the Developer would straighten Nash Road past the Eastfair Road entrance. Mr. Cullather indicated that the Developer still needs to complete the project, but there is no timeline for the project at the moment.

c. A question was raised as to the status of outdoor lighting at the Clubhouse at Lake Margaret. Ms. Yeager reported that the County has given its approval and the work should be completed in the near future.

14. New Business: There was no new business.

15. Adjournment: The meeting was adjourned at 7:30 PM.

Respectfully submitted:

Brian K. Davis, Secretary

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