

THE HIGHLANDS BOARD OF DIRECTORS MEETING
January 27, 2011
Old Clubhouse (Snack Bar)
6:00 pm

I. Welcome and Call to Order

A regular meeting of the Board of Directors of the Highlands Community Association was held on January 27, 2011. The meeting was held at the Highlands Golf Club Snack Bar.

Call to Order: Board President Keith Shaffer called the meeting to order at 6:15pm.

Present: The following Board members were present: Keith Shaffer, Terry Patterson, Arnika Hoover, Giovanni Tonti, and the property manager, Martha Yeager (ACS West).

II. Approval of the Minutes: November 2011 minutes were approved.

III. Comments by Highland Residents. None.

IV. Reports

- a. **Treasurer** – Early numbers show residents positively responding to the new annual dues payment option. Participation will be tracked through the coming months to determine impact on requirements for late payment notices and accounts sent to collections.
- b. **Management** - Martha Yeager, with ACS West, discussed the “administrative” cost of new directories. Cost will reflect in next month’s financial report. Cost is approx. \$4.00 per book. Martha will change images on front cover and then deliver.

V. New Business

- a. There is a new box at the Sales Center just for ARC applications. We also would like to add an additional electronic mailbox just for ARC application...then we can also send mass e-mails if/when necessary.
- b. Resident wants to park a school bus in front of house...reviewed guidelines and the standing rule not to allow parking school buses in the neighborhood remains in effect.
- c. Annual Meeting - Consider having meeting on a Tuesday or Thursday evening when club is open and we can offer food and drinks.
- d. Spiral bound community directory format was approved with the change of images on front cover.
- e. “Community Crime Watch” - add tab to website to Police and Community can be aware of any crime in the neighborhood. Will ask Matt about adding to website.
- f. Keith asked Martha to have the stop sign poles to be painted green again, they currently look very weathered.

- g. Arnika Hoover has been assigned to attend next SCOG meeting since Marlene will be out of town.

VI. The Board went into Executive Session at 7:15 to discuss violations and personnel matters. The Board returned to open session at 7:30pm.

VII. The meeting was adjourned at 7:30pm.