

## THE HIGHLANDS BOARD OF DIRECTORS MEETING

**March 22, 2011**

Old Clubhouse (Snack Bar)

12:00 pm

### **I. Welcome and Call to Order**

A regular meeting of the Board of Directors of the Highlands Community Association was held on March 22, 2011. The meeting was held at the Highlands Golf Club Snack Bar at 12pm.

**Call to Order:** Board President Keith Shaffer called the meeting to order at 12:05pm.

**Present:** The following Board members were present: Keith Shaffer, Terry Patterson, and Arnika Hoover. Martha Yeager of ACS West (property manager) was also present. GT Hawkins, Marlene Lenert, and Mike Thompson attended as residents.

### **II. Approval of the Minutes**

Previous Meeting Minutes were unavailable but were submitted to the Board for approval after the meeting close.

### **III. Reports**

- a. **Treasurer** – The Property Manager provided a financial update since the Treasurer was not able to attend. Late quarterly payments have the Association \$6,420 behind budget for income. We are \$2,662 ahead of budget for expenses. The net is \$3,758 behind budget.
- b. **Management** – Directories have been delivered and look very professional. Martha is trying to regroup the Grounds Committee; current active members are Lacy Gray and Mike Wellman. Martha will ask Nifty Fifties for volunteers. Spring Letter has been sent. Martha going to schedule a full audit; cost will be approx \$2,500.00.
- c. **Social Committee** – They are in need of volunteers, committee will have to cancel events if they don't find more people to volunteer. Arnika Hoover will place a message on the Signboards asking for committee volunteers.
- d. Ken Lenert provided a written **SCOG** report.
- e. Len Jackson provided a written **ARC** report.

### **IV. Old Business**

- a. **Five Year Grounds Improvement Plan** - Martha provided members a copy of the Report (Handout).

**V. Executive Session**-The Board went into executive session at 12:25 to discuss legal matters. The Board returned to open session at 12:45.

- VI.** Next meeting has been scheduled for May 24, 2011 at 5pm in the Old Clubhouse.
- VII.** The meeting was adjourned at 12:50pm.