

THE HIGHLANDS BOARD OF DIRECTORS MEETING

May 24, 2011

Old Clubhouse (Snack Bar)

5:00 pm

I. Welcome and Call to Order

A regular meeting of the Board of Directors of the Highlands Community Association was held on May 24, 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 5:05pm.

Present: The following Board members were present: Keith Shaffer, Terry Patterson, Arnika Hoover, Martha with ACS West. The following residents were present: Marlene Lennert, Alan Francario, Barbara Howell, and Sarah Martin.

II. Approval of the Minutes: May 2011 minutes will be approved by the Board and posted to the website.

III. Comments by Highland Residents

- a. **Alan Francario** wants to build a garage on his property and submitted plans to ARC. ARC wants him to revise the “garage” to “shed”. Homeowner was not willing to revise that terminology and change the plans. Barbara Howell gave her opinion on matter, then Alan left after he spoke.
- b. **Marlene Lenert** discussed disclosure packages. Could you issue a disclosure package prior to a sale? Martha with ACS West confirmed that it was ok. Marlene also questioned driveways that have more grass than stone. The Board got the address of the home to which she was referring and will investigate.
- c. **Barbara Howell** wanted to introduce herself to all members.
- d. **Sarah Martin** also introduced herself as the new Chair to the Social Committee and gave a report. Sarah also discussed potentially hosting a Movie Night.

IV. Reports

- a. **Treasurer** - Assessments are currently under budget by \$4,100. The number of owners at collections for non-payment is down.
- b. **Management** discussed assessment collections and what was collected for 2010. ACS West is working hard on 2011 collections. Several payment plans have been established. Keith asked how many residents are in collections, and Martha will get back to Keith with answer. No Grounds Committee was able to be organized. Martha attended the last ARC Meeting to better understand policies and introduce herself. They also discussed the existing irrigation. Martha will talk to Estate Care regarding the cutting of Eastfair and Nash Road.

V. New Business

- a. The ARC is finalizing new ARC Guidelines and will forward them to the Board when complete.
- b. The property manager is shifting to having the County cut grass when homeowners do not respond to violation notices. Rather than forcing the HOA to

attempt collecting the fees, the County adds charges to the property tax assessment.

- c. Discussion was also held regarding an American Flag ruling and the sizes that were allowed by residents.

VI. The Board went into Executive Session from 6:07pm to 6:20pm to discuss violations and personnel matters.

VII. The meeting was adjourned at 6:30pm.