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Highlands Community Association

Board of Directors Meeting April 9, 2014

At the Highlands Country Club

Meeting Called to Order:

Mr. Matt Cullather, President, called the meeting to order at 6:31 PM. Quorum was established with Directors Mr. Matt Cullather, Mr. Scott Claus, Mr. Brian Davis and Mr. Terry Petze present. Ms. Yeager, ACS West, was also in attendance. There were no absences.

Approval of the Minutes:

Minutes of the February 5, 2014 meeting of the Board were reviewed. Two minor corrections were made to the minutes. Motion to approve the corrected minutes was made by Mr. Cullather and seconded by Mr. Petze. Motion passed unanimously. The Secretary was instructed to post the corrected minutes on the Association website.

Members Voice:

Mr. Siegel and Mr. Cozens, representing the Nifty Fifties Club requested that the listing of club members on the Association website be replaced with the pdf file. Due to a number of departures the list on the website is not current, whereas the pdf file is current. Ms. Yeager agreed to make the necessary postings to the website.

There were no other members of the community present at the meeting.

Reports:

Treasurer:

The Association is overspent on the budget by \$7400 as of February 28, 2014. This is not unusual for time in the budget cycle and is not a matter of concern as all of the Association dues had not been received as of February 28, 2014. Otherwise spending and receipts are on track.

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Members of the Community have requested that the 2014 budget be posted on the Association website. During discussion of the request it was noted that the detailed budget contains a number of line items which would be of value to contractors bidding on contracts for the Association. Consequently, the Board decided that a condensed version of the budget would be posted on the website. Ms. Yeager agreed to produce the condensed version of the budget and post it on the Association website.

Vice President:

The Community needs an increase in the number of volunteers to insure the smooth functioning of the Community. Of particular need are members to serve on the Architectural Review Committee (ARC), Block Captains and an Editor for the Community Directory. Means to increase the number of volunteers were discussed by the Board members.

Old Business:

Irrigation Contract:

Based on bids submitted to the Association, Mr. Claus, made a motion to award the 2014 Irrigation Contract to Richmond Irrigation, effective immediately. The motion was seconded by Mr. Cullather and passed unanimously by the Board. Ms. Yeager will send official notification to Richmond Irrigation notifying them of their winning bid and ensure that a signed contract is executed as soon as possible.

New Business:

The question was raised as to whether the parking lot at the Pavillion on Eastfair needs to be patched and seal coated this year. After discussion, the Board decided to postpone a decision until the member of the Board have had an opportunity to inspect the parking lot. The issue will be further discussed during the next Board meeting.

Concerns were raised as to the quality of the grass seed planted at the new Woodpecker Road entrance sign. Mr. Claus agreed to discuss the issue with members of the Landscape Committee to insure that the contractor for the work met the Committee's expectations.

Mr. Petze made the motion to approve Mr. Joe Langton, a Community resident, as a new member of the Architectural Review Committee. Mr. Claus seconded the motion, which was passed unanimously.

Mr. Petze, as the ARC liaison, mentioned that the ARC is updating the ARC regulations and will request the Board make a review of the revised regulations before they are published to the Community. The Board agreed to review the regulations when the update is complete.

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Executive Session:

With a motion from Mr. Cullather, seconded by Mr. Claus, the Board moved into Executive Session at 7:27PM. The Executive Session ended at 7:31PM.

Adjournment:

The Board, by acclamation, adjourned the meeting at 7:32PM. The next scheduled meeting of the Board of Directors in June 11, 2014 at 6:30PM.

Respectfully submitted:

Brian K. Davis

Secretary, Highlands Community Association Board of Directors

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