

Highlands Community Association

Board of Directors Meeting June 11, 2014

At the Highlands Country Club

Meeting Called to Order:

Mr. Matt Cullather, President, called the meeting to order at 6:37 PM. Quorum was established with Directors Mr. Matt Cullather, Mr. Scott Claus, Mr. Terry Petze present. Ms. Yeager, ACS West, was also in attendance. There were no absences.

Approval of the Minutes:

Minutes of the April 9, 2014 meeting of the Board were reviewed. A minor addition was made to correct the minutes. Motion to approve the corrected minutes was made by Mr. Cullather and seconded by Mr. Claus. Motion passed unanimously. The Secretary was instructed to post the corrected minutes on the Association website.

Member Voice:

A single member of the community attended the meeting and discussed the following issues:

1. The odor from the Shoosmith landfill, which the member felt was getting worse. After discussion of previous efforts between the Board and Shoosmith to remediate the issue, the member was requested to make formal complaints directly to Shoosmith and was provided the appropriate e-mail address and phone number.
2. Member felt that not enough emphasis has been placed on the value of recycling certain items of trash within the community, which is a service provided by Chesterfield County on a bi-weekly basis. Although it is not mandatory to recycle, the Board felt this was an issue which needed to be decided by each homeowner.
3. Member felt that many homeowners were not aware of the requirements of the Architectural Review Committee guidelines when making remodeling or landscaping improvements to their properties. Each homeowner is provided a copy of the guidelines during the process of purchasing their homes and as part of the ACS welcome letter. Board agreed it would be a good idea to post quarterly reminders on the reader boards at the entrances to the Highlands to highlight the ARC requirements. The Secretary will post appropriate reminders on the reader board throughout the year.

Reports:

Treasurer:

The Treasurer reported that the spending for the fiscal year was on schedule and the budget is being executed as programmed. Home owner assessments that are in arrears have been referred to the appropriate authorities for resolution.

There were no other Director reports.

Old Business: There was no old business to discuss.

New Business:

1. Website Administration: Mr. Cullather discussed the public image of the Highlands Community website and the need to present a positive issue of the community to the public. The main page of the website should be reserved for positive community news items, and items of a less positive nature should be passed on to the community as e-mails or on general discussion boards.
2. Community Directory: An editor for the Community Directory has come forward. A mailing will go to all homeowners in August asking for updated information for the directory, with the goal of publishing a new directory in October/November 2014.
3. One Vendor for Trash Service: Mr. Cullather has been approached by several community residents concerning the number of trash disposal vendors doing business in the Highlands. It has been suggested that the Association contract with a single vendor for trash pickup in order to reduce the number of garbage trucks moving through the Highlands, improve safety, reduce wear and tear on the roads and reduce the number of days that trash containers are on the streets. Ms. Yeager reviewed the Bylaws of the Association with the Board members to highlight the responsibilities of the Board concerning exclusive contracts. The Board authorized Ms. Yeager to discuss potential legal issues with the Association's attorney concerning how the Board might proceed. All Board members agreed that this was an issue to be seriously considered.
4. The 2014 Annual Meeting of Homeowners of the Highlands is tentatively scheduled for Monday evening, September 29, 2014 at the Highlands Country Club.

Executive Session: There being no issues to discuss, the Board did not meet in Executive Session.

Adjournment: The Board, by acclamation, adjourned at 7:42 PM. The next scheduled meeting of the Board of Directors is July 29, 2014 at 6:30 PM.

Respectfully submitted:

Brian K. Davis
Secretary, Highlands Community Association Board of Directors

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