

Draft BOD Meeting Minutes for January 10, 2018

The Highlands Community Association

Board of Directors Meeting, January 10, 2018

At the Highlands Country Club

Meeting Call to Order:

Mr. Matt Cullather, President, called the meeting to order at 6:34 PM. Quorum was established with Directors Mr. Matt Cullather, Mr. Bill Donegan, Mr. Shawn Gitlin and Mr. Brian Davis present. Ms. Yeager, ACS West, was also in attendance.

Approval of the Minutes:

The minutes of the November 8, 2017 meeting were read. Mr. Cullather made the motion that the minutes be approved. Mr. Gitlin seconded the motion. The motion to approve the minutes of the November 8, 2017 meeting passed on a unanimous vote.

Member Voice:

Nine (9) members of the community present at the meeting. Mr. Cullather presented an update on the steps being taken to consider the possible purchase of the lot containing the pool and tennis courts in answer to questions from the community members present. An appraisal of the property has been obtained and is under review by the Board. The Board will next consult with legal counsel concerning the process and the next steps in the process.

Reports:

Ms. Yeager, on behalf of the Treasurer, reported that the Operating Account has \$137,800 and is slightly over budget. There is \$174,000 in the reserve account. The budget is slightly overspent due to the addition of some grass cutting areas, but should be in balance by years' end.

Old Business: There was no old business to discuss.

New Business:

1. ARC Membership: Mr. Cullather made a motion, seconded by Mr. Davis, that the following members be approved as members of the ARC for the terms indicated, that all previous actions of the ARC be affirmed:

Mr. Rich Potter, three (3) year term, effective January 10, 2018

Mr. Scott Birmingham, three (3) year term, effective January 10, 2018

Mr. John Unkel, two (2) year term, effective January 10, 2018.

Motion was approved by unanimous vote.

2. Deer: Ms. Yeager spoke with the VA Department of Game and Inland Fisheries and determined that DGIF does not conduct population counts of deer in neighborhoods. The Board recommended that the same information as previously posted on the Association website concerning deterrence measure which members can take be reposted to the website to remind members of things which can be done to reduce damage from the deer head.

3. At the request of the Nifty-Fifties club for replacement items for the Christmas decorations and storage there of, a motion was made by Mr. Cullather, seconded by Mr. Davis, to authorize the expenditure of up to \$200 for storage racks and replacement items for the decorations. Motion was passed by unanimous vote.

#### Executive Session:

A motion was made by Mr. Cullather, seconded by Mr. Gitlin, to move to Executive Session to discuss potential violations, an easement and obtaining legal counsel for the Board concerning the pool. Board agreed unanimously to move to Executive Session. A motion was made to end the Executive Session, seconded and approved. The Board moved to open session at 7:45 PM. Ms. Yeager was asked to notify members of their violations and remedies, present questions concerning a partial easement and the purchase of the pool to the Board's Attorney for review and opinion. Executive session adjourned at 7:45 PM.

#### Adjournment:

The meeting was adjourned by acclamation at 7:46 PM. The next meeting of the Board will be March 14, 2018.

Respectfully submitted:

Brian Davis

Secretary, Highlands Community Association