

Approved Corrected Minutes - The Highlands Board of Directors Meeting

January 10, 2022

Location: The Reserve

1. Meeting Call to Order: The meeting was called to order at 6:05 PM, by the Secretary, Mr. Rob Laurent. Based on the lack of an established quorum at the 2021 Annual Meetings, Mr. Rob Laurent appointed Mr. Matt Cullather, Mr. Shawn Gitlin and Mr. Bill Donegan as temporary board members until an annual homeowners meeting could be held to vote new board members. Quorum was established with Directors Mr. Matt Cullather, Mr. Shawn Gitlin and Mr. Bill Donegan and Mr. Rob Laurent present. Mr. King, of ACS, was also present.
2. Approval of the Minutes: The August 30, 2021 meeting minutes were approved via electronic communication on 9/27/2021 therefore, there are no meeting minutes to approve.
3. Reports:
 - a) President: Nothing new to report.
 - b) Treasurer: The Treasurer reported that the Operating Account holds \$67,533.10 and the Reserve Account holds \$330,451.12
 - c) Grounds Committee: Mr. Lacy Gray provided an update on the Grounds Committee's progress. The grounds committee report will be posted on the HOA website.
 - d) ARC: (Not present for meeting)
 - e) Developer: (Not present for meeting)
4. Old Business:
 - a) 2022 Budget – Mr. Gitlin made a motion to approve a 10% increase in the annual homeowners' assessment and to approve the 2022 operating budget. The motion was seconded by Mr. Cullather and approved by unanimous vote.
 - b) Tree removal in nature trail – The board discussed the need to obtain another quote on the removal of dead trees along the nature trail. Mr. Cullather directed ACS West to obtain one more quote and to seek clarification on one of the bids received.
 - c) Capernwray trail paving – The board discussed options to pave the gravel trail at the end of Capernwray. Mr. Cullather directed ACS West to obtain two additional bids for an asphalt path that would be wide enough for a golf cart.
 - d) Landscape improvements to neighborhood entrances – Mr. Cullather made a motion to approve a new contract with Virginia Green to treat the landscape at the entrances to the neighborhood. The motion was seconded by Mr. Laurent and approved by unanimous vote.
5. New Business:
 - a) Capital improvement study – Mr. King presented a proposal for a capital improvement study to be conducted in 2022. Mr. Laurent asked the board to delay consideration of the proposal until a later date based on the need to include all newly deeded properties into the report.
6. Member Voice: (5 members of the community were present)
 - a) A member of the decorating committee asked for volunteers to decorate the entrances next year during the December season.
 - b) A member voiced concern about the burning of vegetation in the new development of Lake Margret.

7. Executive Session: Mr. Cullather made the motion to move to Executive Session at 7:08 PM to discuss legal items, seconded by Mr. Gitlin, the motion approved by unanimous vote. Mr. Cullather made the motion to move to Open Session at 7:15 PM, seconded by Mr. Gitlin and approved by unanimous vote.

8. Motions from Executive Session: Mr. Laurent made a motion to deny a request by a homeowner to speak with the HOA attorney regarding conditional use permits. The vote was seconded by Mr. Cullather and approved by unanimous vote.

9. Adjournment: The meeting was adjourned at 7:21 PM by unanimous vote.

Respectfully submitted:

Rob Laurent

Secretary, Highlands Homeowners Association