

The Highlands Board of Directors Meeting
10/6/22
The Reserve Snack Bar
6pm

- I. Meeting was called to order at 6pm and quorum established all members were present (Jim Hale attended by phone) along with Sam King and Martha Yeager from ACSW.
- II. Terms of Directors were decided
 - a. John Theobald – 3 years
 - b. Tim Burkett – 2 years
 - c. Anton Shaw – 3 years
 - d. Ed Dentel – 2 years
 - e. Jim Hale – 1 year
- III. Officers were unanimously elected
 - a. John Theobald – President
 - b. Tim Burkett – Vice President
 - c. Anton Shaw – Treasurer
 - d. Ed Dentel – Director
 - e. Jim Hale – Secretary
- IV. Minutes of the August 8, 2022 meeting were presented and unanimously approved
- V. Old Business
 - a. Sam gave an update on the boat ramp, awaiting drawings from John George
 - b. Sam gave an update on the tennis courts, awaiting one more bid
 - c. Lighting at the 8400 HGD parking lot tabled so board could do a site visit
 - d. Lake committee, board asked that ACSW contact the 3 volunteers to seek feedback before determining responsibilities of the committee
- VI. New Business
 - a. Motion by Ed and seconded by Anton to approve \$800 of funds for additional Holiday Decorations/Lights
 - b. Martha to get as much information from the Declarant regarding Plats and Easements and provide a price to obtain missing information from Chesterfield County Records.
 - c. Ed discussed Board Training options – tabled
 - d. Ed discussed Technology and Website – board approved initial plan to obtain professional email service
 - e. Board approved Girl Scouts to install Lending Library at 8400 HGD property, HOA expense for materials
- VII. Tim motioned to go into executive session to discuss alleged violations, seconded by John, approved.
 - a. Upon return from executive session, the board directed ACSW to report the alleged violations to the County and VDOT to involve them with the cure of the violations while still sending letters to the owners from the HOA.

Meeting adjourned at 8pm

Respectfully Submitted Martha Yeager, Community Manager