

**Highlands Subdivision HOA Annual Meeting**  
**Nov. 14, 2017 -- 6:00-8:00 PM – Batchelor Middle School -- Bloomington, IN 47403**  
**Minutes of the Meeting**

**I. Roll Call/Check In**

Geri McInerney of Tempo Properties conducted check in. Agenda printouts were available to each homeowner. President Mary Ann Williams called the meeting to order at 6:13PM. Geri indicated we had 33 homeowners in attendance; Dave Thornbury of Tempo Properties was also present. All Board Members were present; Mary Ann Williams, Adam Blazak, Lucas Weeks, Davorin Skender, and Cindi Livingston. Quorum not achieved, meeting proceeding unofficially.

**II. Proof of Notice of Meeting**

Geri McInerney provided official Proof of Notice of Meeting as required.

**III. Reading of Minutes from Last Meeting**

Secretary Cindi Livingston announced that we would not specifically read the minutes from the last meeting of the homeowners (07/12/2017). This is due to the fact that the minutes are available on the HOA website so may be reviewed at any point by homeowners.

**IV. Reports of Officers**

- a) **President.** Mary Ann Williams welcomed homeowners and conducted a brief introduction of the Board Members. Additionally she discussed general information such as current objectives and progress of the Board since elected, and announced that the Board had contracted with Attorney Greg Chandler and the reasons for doing so.
- b) **Secretary.** Cindi Livingston briefly discussed her role on the Board and general outlined the recording and approval process for meeting minutes, emphasizing that not only were the 07/12/2017 minutes available on the website but also that all Board Meeting minutes are as well. She noted that the new HOA website address and all pertinent contact information was listed on the provided agenda for homeowner reference.
- c) **Member At Large.** Davorin Skender briefly introduced himself and his role with the Board. He also announced the inception of the Observation Form, for homeowners to submit to the board if they notice an issue that may need review. The form will be added to the website and can be submitted via email or postal mail, and may be submitted anonymously if desired.
- d) **Vice President.** Adam Blazak discussed not only the role of the Officers but also of the HOA as a whole. He discussed our aims including the need to be open and transparent, keep property values up, and consider operating costs and sensible spending.

- e) **Treasurer.** Lucas Weeks referenced the current profit and loss statement for the HOA accounts as well as a budget worksheet displaying previous expenditures and projected budget for 2018. Copies of both of these items were provided to homeowners and reviewed.

## V. Vote on the Budget

As Quorum was not reached, no vote was held. Adam Blazak discussed that per the HOA by-laws, the Board could review and approve a budget provided it was formulated at no more than 10% increase from the previously budget, and will proceed to do so.

## VI. Reports of Committees

- a) **Communications & Engagement.** Homeowner volunteer Lyndy Lawrence discussed the committee, which is co-chaired by Board Members Adam Blazak and Lucas Weeks. Recent accomplishments of the committee including launching a new website and email system for the Board, starting an HOA Facebook page, and the creation of a newsletter. The newsletter has been created by Adam Blazak and homeowner volunteers, content reviewed by the Board, and is then printed and hand-distributed by volunteers. Additional volunteers are always needed to distribute the newsletter or other urgent communications and to contact the Board if interested in helping. It was discussed that a future aim would be electronic distribution but that is not feasible at this time as we do not yet have a majority of homeowner emails collected.
- b) **Safety.** Davorin Skender discussed the Safety Committee, of which he and Board Secretary Cindi Livingston are co-chairs. The first meeting of the Safety Committee will be held 11/17/2017. Davorin mentioned that some of the general aims of the committee include working on road safety, reviewing street parking guidelines, and items such as school bus stop location and safety. One consideration we must take into account is that our roads are administered by the county and therefore finding the proper contact with the county to be able to determine our options and available actions is necessary. Davorin also communicated that homeowner volunteers are welcomed and needed for the success of the Safety Committee and all of the committees.
- c) **Neighborhood Improvement.** Mary Ann Williams discussed the Neighborhood Improvement Committee, of which she is chairman pro-tem. She introduced homeowner volunteer Anna Abramenska who discussed one of the focuses of the committee, the status of our neighborhood street trees. Many trees in the neighborhood are a species of Ash tree which has been affected by infestation and are in poor condition or dead. Others are the Callery Pear tree which is an invasive species. Brochures were available for homeowner reference if desired. It was also noted that the county is responsible for trimming the street-side of street trees and also will remove

dead trees following certain procedures and constraints. This possibility will be further reviewed and communicated in the future.

**VII. Election of Directors.**

As directors were elected at the Special Meeting 07/12/2017, this is not applicable to this annual meeting.

**VIII. Unfinished Business**

No applicable items to address.

**IX. New Business**

- a) Homeowner Richard Torstrick and President Mary Ann Williams discussed that it may be advisable to for homes to be tested for Radon as this is an area where there is a prevalence of Radon gas. The county will provide free test kits. An informational brochure was available to homeowners if desired.

**X. Adjournment**

President Mary Ann Williams closed the meeting by thanking everyone for coming and encouraging homeowners to contact the Board if they have any questions or would like to volunteer in any capacity. Mary Ann Williams officially adjourned the meeting at 7:42pm.

Minutes submitted by: Cindi Livingston

November 30, 2017

Minutes approved by: Mary Ann Williams

December 5, 2017

Adam Blazak

Lucas Weeks