

Highlands Subdivision HOA Board of Directors Regular Meeting
Nov. 07, 2017 – 8:00PM-9:00PM -- Bloomington, IN 47403

Minutes of the Meeting

I. Call to Order/Roll Call

President Mary Ann Williams called the meeting to order at 8:05 pm. Directors present were: Mary Ann Williams, Davorin Skender, and Cindi Livingston.

II. Approval of Minutes from Previous Meeting.

Approved meeting minutes from 10/03/2017 Board of Directors regular meeting, electronically submitted by Secretary Cindi Livingston and reviewed by all Board Members. Mary Ann Williams motioned; Davorin Skender seconded, all in favor.

III. Reports

a) **No Reports of Officers on this date.**

IV. Follow up on Prior Action Items

a) **Annual Meeting Planning.** Tentative Annual Meeting agenda was discussed and set. Mary Ann Williams will provide a draft agenda electronically to all Board Members for final review and approval. Upon approval, Cindi Livingston will produce final copy and print 50 copies to bring to the meeting. Mary Ann Williams confirmed that Geri McInerny of Tempo Properties will be able to attend the meeting and operate a check-in table to take roll. It was decided that Cindi Livingston will produce a sign in sheet and provide it to Geri to utilize in order to both track attendance and collect homeowner information to help ensure the Board has up to date homeowner information.

b) **10/25/2017 Architectural Request Remand.** An architectural request was received electronically on 10/23/2017. In order to ensure prompt action and response, the request was electronically provided to all Board Members for review. After review, it was determined that further information was needed to approve this request. On 10/25/2017, by written agreement, Adam Blazak motioned to remand the request back to the homeowner for additional information; Mary Ann Williams seconded, all in favor.

V. New Business

a) **No New Business**

VI. Close of Business/Adjournment

The meeting was officially adjourned by President Mary Ann Williams at 8:55 pm.

Minutes submitted by: Cindi Livingston

DATE: 11/30/2017

Minutes approved by: Mary Ann Williams

DATE: 12/05/2017

Adam Blazak

Lucas Weeks