

Highlands Subdivision HOA Board of Directors Regular Meeting
Feb. 2, 2018 – 7:00PM-9:00PM – 200 N. Daniels Way, Rm 118 – Bloomington, IN 47404
Agenda

I. Call to Order/Roll Call

II. Approval of Minutes from Previous Meeting

III. Reports of Officers

IV. Homeowner Open Forum

V. Open Business

- a) Governing Documents Revision: Review status, scope and expense.
- b) Insurance Policy Status
- c) Architectural Review: Appoint committee members
- d) Tree Trimming Project: Define process and details

VI. New Business

- a) Review of Standard Operating Procedures
- b) Evaluate Advertising/Endorsement of Community-Related Facebook pages/groups
- c) Responses to Homeowners
 - i. Current open items
 - ii. Procedures for future responses to “contact” email inquiries
- d) Authorize the shut-down of previous website (<http://highlandshoabloomington.com/index.html>)
- e) Review status of future Board Meeting Locations
- f) Accounting Needs:
 - i. Review Meeting with Accountant

ii. 2017 Audit

iii. 2017 Tax Preparation

g) Discuss Process/Liens for non-payment of annual dues

h) Lawn Care for 2018

i) Service Item/Contract Periods

j) Professional Conduct at the Directors and Officers Level

VII.Adjournment