

Highlands Subdivision HOA Board of Directors Regular Meeting
Feb. 15, 2018 – 3:53PM-4:16PM – Tempo Properties, 213 S. Rogers St. – Bloomington, IN 47404

Minutes of the Meeting

I. Call to Order/Roll Call

Vice President Adam Blazak called the meeting to order at 3:53 pm. Directors present were: Adam Blazak, Dan Brown, Davorin Skender, and Cindi Livingston.

II. Open Business

- a) **2017 Tax Filing.** Treasurer Dan Brown presented information and quotes from 3 accounting firms in regards to completion of 2017 tax filing.

1. Gregg & Reid: full quote not available without further information; minimum cost \$250.
2. Steven R. Miller: estimated quote of \$450-\$525
3. Watler Accounting: Full completion set at \$250. This is the firm our documents currently reside with through Tempo. The cost to prepare the necessary information to present to another firm for filing would be \$100.

Adam Blazak motioned that we approve the quote from Watler Accounting to proceed with 2017 Tax Filing. Davorin Skender seconded; all in favor. Dan Brown will follow up with Watler to confirm and authorize; he will also be available to sign any forms as Treasurer if required.

- b) **Finalize 2018 Insurance Policy.** Dan Brown was thanked by the remainder of the Board for his thorough research and coordination on the policies and quotes, which he had summarized and provided to all Board Members for review. It was discussed that we had been unable to meet the bonding requirements after good faith efforts but had confirmed suitable coverage in all other aspects. Davorin Skender motioned that we accept the Farmers Group quote from 1/23/2018. Dan Brown seconded; all in favor. Dan Brown will notify Tawni from Farmers Group and notify Geri McInerney of our decision and to process payment.
- c) **2018 Lawn Care.** After open discussion it was determined that during our next (3/06/2018) scheduled meeting, Adam Blazak would bring the large scale map and we would set a plan for confirming areas of service for 2018.
- d) **Upcoming Newsletter.** Adam Blazak discussed content of the next newsletter.
1. Walking Group Information. Two weekly community walking groups to begin the first week of April. All neighborhood residents are welcome.

2. Thank you to Mary Ann Williams for her hard work, dedication, and efforts on the Board prior to her resignation. Announce the vacancy and ask for interested volunteers to contact Board by 3/1/2018.
3. Discussed inclusion of PSA regarding dumping within the neighborhood/on community owned property; instances will be prosecuted to the fullest extent of the law. Dan Brown provided quotes for dumpsters-consideration of HOA providing temporary dumpster for homeowner use following May community sale was previously brought up and will be further discussed at next regular meeting.

III. Adjournment. Vice President Adam Blazak adjourned the meeting at 4:16PM.

Minutes submitted by: Cindi Livingston

DATE: 04/02/2018

Minutes approved by: Adam Blazak

DATE: 04/03/2018

Davorin Skender

Dan Brown