

Highlands Subdivision HOA Board of Directors Regular Meeting
May 1, 2018 – 7:25PM-9:00PM – 200 N. Daniels Way, Rm 118 – Bloomington, IN 47404

Minutes of the Meeting

I. Call to Order/Roll Call

Vice President Adam Blazak called the meeting to order at 7:25 pm. Directors present: Adam Blazak, Davorin Skender, Dan Brown, and Cindi Livingston.

II. Homeowner Open Forum. No homeowners present.

III. Approval of Minutes from Previous Meeting.

Dan Brown motioned to approve: amended meeting minutes from 2/6/2018, meeting minutes from 4/3/2018 with one detail correction. Adam Blazak seconded; all in favor.

IV. Reports of Officers

- a) **Vice President.** Adam Blazak confirmed initial notice to homeowners in arrears with invoice, introductory letter, and delinquent policy had been sent by Tempo Properties as requested by the Board.
- b) **Treasurer.** Dan Brown confirmed that we have adequate funds to meet our current budget at this time. He noted that the amount of homeowners in arrears has decreased and should continue to do so.
- c) **Secretary.** Cindi Livingston noted that as per attorney recommendation, meeting minutes subsequent to 4/3/2018 will be recorded more generally and succinctly.

V. Report of Committee.

- a) **Communication & Engagement.** Adam Blazak confirmed he had received approval from Jim Wray to hold the coffee/donut social on Lot 135. Also per Jim Wray, due to the construction through traffic at our initially selected location for the community sale dumpster, it will be need placed at alternate location. May newsletter printed and will be distributed this week. Website updated to have direct menu heading for Observation Form.

VI. Open Business

- a) **2018 Lawn Care.** Dan Brown motioned that we reopen selection of lawn care purview previously determined. Motion withdrawn following discussion. Adam Blazak noted he met with Jim Batcho on 4/30/2018 to do a walk through and had received related quotes for regular and a la carte services; quotes are a per mow rate and not charged if work is not performed. Davorin Skender motioned that we contract with Batcho for the previously determined locations with the received quotes. Dan

Brown seconded; all in favor. Davorin Skender motioned that we authorized a one-time payment of no more than \$425 to Batcho for early season work authorized by Tempo Properties. Dan Brown seconded; all in favor.

- b) **Audit.** Davorin Skender motioned Adam Blazak instruct Tempo Properties to obtain 3 confirmed amount bids for a full audit, to be provided the board by no later than 5/23 for review at next Board meeting. Cindi Livingston seconded; all in favor.
- c) **Update Status of Board/Officer Vacancy.** The Director/Officer vacancy was updated in May newsletter, posted on website, on Facebook, word of mouth, committee meeting. No interest has been expressed to any current board members.
- d) **Public Hearing on Land Use Regarding Parcel “E”.** Information indicates this may be high-density housing. Strongly suggest attendance at public hearing.

VII. New Business

- a) **Architectural Approval Requests.** One request was received but was unable to be reviewed at this time as it did not have all requirements. Adam Blazak indicated he would update the relevant section of the website to be a menu heading and include further detail and instructions to clarify the process for homeowners.

VIII. Adjournment. The meeting was adjourned at 9:05 pm.

Minutes recorded by: Cindi Livingston

DATE: 05/04/2018

Minutes approved by: Adam Blazak

DATE: 06/05/2018

Cindi Livingston