

Highlands Subdivision HOA Board of Directors Regular Meeting
June 5, 2018 – 7:00PM-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 7:00 pm. Directors present: Adam Blazak, Dan Brown, Davorin Skender, and Cindi Livingston.

II. Homeowner Open Forum. Homeowners Jason Endris & Tanya Cox-Endris attended the meeting.

III. Approval of Minutes from Previous Meeting.

Cindi Livingston motioned to approve meeting minutes from 5/01/2018. Adam Blazak seconded; Adam Blazak and Cindi Livingston voted in favor, Dan Brown voted nay.

IV. Reports of Officers

- a) **Treasurer.** Dan Brown confirmed that we have adequate funds to meet our current budget and a small surplus at this time, which should increase as further arrears payments are received. May financial reports will be available in the near future.

V. Report of Committee.

- a) **Communication & Engagement.** June newsletter was distributed by 7 volunteers, July newsletter in development. “Welcome Wagon” letter and streamline of Architectural Request process in development as well. Our Facebook page has reached 100 likes and we have used a mass email function twice to announce events, will continue this for special circumstances/events. Community sale was a success, related advertising costs came in under budget. Dumpster bill was just under \$1000, was emptied 3 times and many instances of positive feedback received. Lot 135 is being mowed this week, in preparation for Coffee/Donut Social Event on 6/9. Volunteers have made signs which will be posted this week. Majority of necessary supplies have been volunteered, beverage/donut receipts will be provided for reimbursement, volunteer set up to begin at 8:00am.

VI. Open Business

a) Landscaping Bids.

- 1) **Front Entrance.** Reviewed 3 bids received for front entrance sign area clean-up and re-mulch. Davorin Skender motioned that we accept the bid from Batcho. Cindi Livingston seconded; all in favor.

- 2) Trail Maintenance. Further details needed from all vendors; Dan Brown will clarify our request specifications to the vendors and compile the information for further review at next Board Meeting.
- b) **Audit.** Three Bids received and reviewed, additional information needed. Cindi Livingston motioned that Davorin Skender compile our further questions and provide this to Geri McInerney to solicit additional information for further review at next Board Meeting.
- c) **Public Hearing on Land Use Regarding Parcel “E”.** County Planner stated all information was not yet provided by developer and has been rescheduled for 7/17. This is projected high-density housing and an extension of Wickens Street. Adam Blazak attended a CONA meeting and has suggestions if anyone would like to look into further information/actions.
- d) **Delinquent Assessment Collections.** As of March 27, 2018, we had \$24,958.36 in arrears owed. Currently at \$13,065.90 following the initial two letters that have been sent. Approximately 50 have not responded. We are not charging late fees or interest even though governing documents allow, and will accept any payment plan in good standing. As of June 18th as per initial notification, we will update final list and initiate process of turning over to attorney. Davorin Skender motioned we conference call with Greg to determine specific procedures how/what we provide to him for this process; he will arrange and provide call options to Board. Cindi Livingston seconded, all in favor.

VII. New Business

a) Architectural Approval Requests.

- 1) Shed. Reviewed and approved. Davorin Skender motioned, Adam Blazak seconded; all in favor.
- 2) Deck. Reviewed and approved. Davorin Skender motioned, Adam Blazak seconded; all in favor.
- 3) Fence. Reviewed and approved. Davorin Skender motioned, Adam Blazak seconded; all in favor.
- 4) Fence. Does not contain all required information. Further communications have already been requested from homeowner. Davorin Skender motioned this request be tabled until such time as information received. Cindi Livingston seconded; all in favor.

- b) **Homeowner Observation.** Noted construction vehicles recently cutting through; homeowner contacted city (as in relation to city project) with pavement damage concerns.
- c) **Review Maintenance of Lots 452, 454, 455.** Care of these landlocked lots was tabled initially to observe and determine necessity; supplementary care is necessary. Reviewed bid from Batcho for maintenance on an as needed basis. Dan Brown motioned this be approved and added to Batcho contract, Cindi Livingston seconded; all in favor.
- d) **Lot 135.** This lot was originally intended to be turned over to the HOA; however it is unclear if this occurred during developer restructure. Developer Jim Wray obtaining further information.
- e) **Entrance Sign Lighting.** Further review tabled until initial entrance area maintenance has been completed.
- f) **Future Board Meeting Dates/Times.** July meeting is last confirmed at Ivy Tech, August unavailable. Due to this and other schedule conflicts, we will cancel August meeting at this time with the option to schedule a special meeting at a later date to consider future goals. Adam Blazak will request confirmation for dates/times from Ivy Tech for October through December and update Board.
- g) **Homes for Sale.** Recent inquiry by outside party on present homes for sale; clarifying Board position that any responses should be a general response recommending web search and/or drive through, our neighborhood map is on website.

VIII. Adjournment. The meeting was adjourned at 9:02 pm.

Minutes recorded by: Cindi Livingston

DATE: 06/08/2018

Minutes approved by: Adam Blazak

DATE: 07/03/2018

Dan Brown