

Highlands Subdivision HOA Board of Directors Regular Meeting
July 3, 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, and Cindi Livingston.

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

III. Approval of Minutes from Previous Meeting.

Dan Brown motioned to approve meeting minutes from 6/05/2018. Adam Blazak seconded; all in favor.

IV. Reports of Officers

- a) **Treasurer.** Dan Brown noted that all financial reports have been updated on the Board accessible website by the accountant.

V. Report of Committee.

- a) **Communication & Engagement.** Adam Blazak noted the Coffee/Donut social event went well, with many homeowners in attendance. Gathered possible volunteer names for future endeavors. Considering possible Sept event, to be discussed further at a later date. July newsletter to be distributed end of this week, August newsletter will be distributed early, at the end of July due to schedule conflicts.

VI. Open Business

- a) **HOA Trail Maintenance.** Additional details and cost comparisons are still being gathered. Will further discuss at next meeting; may consider planning completion this year and actual work completion spring 2019.
- b) **2017 Audit.** Davorin Skender was following up on quotes/further information. As he was unable to attend this evening, Adam Blazak will follow up with him via email with the aim of discussing at next meeting.
- c) **Public Hearing on Land Use Regarding Parcel “E”.** No further information on rescheduled hearing, will continue to monitor and update as information available. Will consider putting information in future newsletter if a firm date becomes available; as well as website/Facebook.
- d) **Delinquent Assessment Collections.** The final list of homeowners in arrears has been compiled and crosschecked by Adam Blazak for accuracy to the best of our knowledge.

Procedure/fee verification conference call with Greg Chandler occurred 6/15; notes were distributed to all Board members via email. Dan Brown motioned that we contract with Greg Chandler to begin the process, with Adam Blazak coordinating with Tempo to provide the information to attorney representative, all Board members will be copied on all relevant communications. Adam Blazak seconded; all in favor.

- e) **HOA Acquisition of Lot 135.** Verified with Monroe Co. Assessor that this was supposed to be listed as part of HOA property. To correct, Jim Wray must complete a quit-claim deed, noting he was formerly known as Richland Construction, and file with County Recorder's office. We need to have copy of deed produced as well; contact is Ali 812-349-2606. No taxes are due as it is listed as a common area which are not taxed; minimal filing fees will need to be to be paid. Cindi Livingston motioned that Dan Brown research appropriate form and provide the information; if cost will be less than \$40 we will proceed with filing, if more, it will be further discussed at next meeting. Dan Brown seconded; all in favor.
- f) **Special Meeting for August.** Regular location is not available on typical date, discussed alternate dates and locations. Initial special meeting topics would be current and future priorities of Board and HOA, as well as confirming community sale details and social event for September. Dan Brown motioned that we meet Wednesday August 15th at 7:00pm; and that Adam Blazak inquire with Ivy Tech about this date, with secondary location of Lucky's Café as secondary possibility. Location to be confirmed by email and then update postings for homeowner information. Cindi Livingston seconded; all in favor.
- g) **Lawn Care Update.** Adam Blazak will be meeting with Jim Batcho at Tempo on Thursday 7/8 to sign additional contract for work authorized at 6/5 meeting. Per discussion Cindi Livingston referred to notes and confirmed that pre-authorization for as needed care of specific areas was already completed at previous meeting. Adam Blazak will reach out to Jim Wray about the circle at end of Wickens, which needs care which is still under his purview at this time.
- h) **Sidewalk from Rockport Rd to Clear Creek Trail.** Adam Blazak confirmed this had been discussed with County previously, at which time the County indicated it may be added once Rockport Rd is finished, unsure if this is still accurate. Unsure of purpose or ownership of gate as well. Homeowner Tanya Cox-Endris volunteered to contact County Planning Dept. via telephone and see if further information can be obtained.

VII. New Business

a) Architectural Approval Requests.

- 1) Fence. Reviewed and approved. CL motioned; DB seconded, all in favor.

2) Shed. Reviewed and approved. DB motioned, AB seconded, all in favor

- b) **Homeowner Observation.** Noted regarding possibility of food donation collection service being highlighted; invited homeowner to present to board to consider addition in newsletter, homeowner posted info on FB page. Observation regarding non-working pole and garage lighting, will consider for inclusion in newsletter.
- c) **Entrance Sign Lighting.** Dan Brown will provide a scope of work and bid to complete work, Adam Blazak will request two additional bids through Tempo for review. Cindi Livingston motioned, Dan Brown seconded; all in favor.
- d) **2018 Annual Meeting.** Following discussion, Cindi Livingston motioned Adam Blazak contact Batchelor Middle School in regards to availability for any of three dates: 11/7, 11/13, 11/14. Room to be scheduled from 5:30pm-8:30pm with meeting planned from 6:00pm-8:00pm. Dan Brown seconded; all in favor.
- e) **Discounted Power Washing Program.** Tabled for future discussion.

VIII. Adjournment. Adam Blazak adjourned the meeting at 8:53 pm.

Minutes recorded by: Cindi Livingston

DATE: 7/09/2018

Minutes approved by: Adam Blazak

DATE: 8/15/2018

Dan Brown

Cindi Livingston