

**Highlands Subdivision HOA Annual Meeting**  
**November 15, 2018 -- 6:00-8:00 PM – 900 W. Gordon Pike -- Bloomington, IN 47403**  
**Minutes of the Meeting**

**I. Roll Call**

Vice President Adam Blazak called the meeting to order at 6:03pm. Board Members Adam Blazak, Dan Brown, Davorin Skender, and Cindi Livingston were present, as were Dave Thornbury and Geri McInerney of Tempo Properties. Geri McInerney confirmed that in addition to Board Members, 43 lots were represented by those in attendance and 36 proxies had been received. As quorum was not met, meeting proceeds unofficially. A homeowner spoke up regarding the possibility of changing quorum; Adam Blazak indicated that homeowners would have the opportunity to ask questions and discuss any relevant issues once other agenda business was concluded.

**II. Property Management**

Dave Thornbury of Tempo Property Management briefly spoke regarding an upcoming change to the financial management software Tempo will be using, effective January 1, 2019. The expense of this change will be absorbed by Tempo and will not result in any cost change to the Board or Homeowners. Major facets of the change include the ability for all homeowners to create a portal, if they so choose, to view their personal invoices/accounts, as well as have the ability to pay dues via secure online payments. Also noted were the ability to sign up for communications and alerts via email or text. Dave clarified that none of these are requirements and that homeowners may still submit dues payments via mail or in person as well as continue with current points of conduct. He also confirmed that Watler Accounting will still be reviewing financial reports on a quarterly basis to provide outside oversight. Dave also indicated that as it is now, either they or any designated Board Member on file as signatory at the bank can sign payment checks as required.

**III. Proof of Notice of Meeting**

Adam Blazak confirmed that meeting notice had been mailed out to all homes in early October, prior to the 30 day notice requirement. Additionally, meeting notice was published on the website, Facebook page, and distributed in both the October and November newsletters; with the November newsletter containing only the meeting notice and proxy form.

**IV. Reading of Minutes from Last Meeting.**

Secretary Cindi Livingston confirmed that all minutes from previous meetings, including the 2017 Annual Meeting and all Board Meetings to date in 2017-2018, are available on the website for homeowner review at any point. Therefore we will not specifically read out minutes in the interests of the meeting proceeding efficiently. She briefly discussed the processes used in recording, approving, and posting said minutes.

## V. Reports of Officers

- a) **Vice President, Adam Blazak.** Adam Blazak discussed the recent history of the Board, giving details regarding the Special Meeting held in July 2017 when it was discovered the HOA could be subject to receivership at that time and what consequences that would have had for the community and homeowners. Adam also talked about actions so far completed by the Board and the importance of volunteer assistance; he asked current volunteers to please stand and be recognized for their time and efforts. Adam noted that he was not planning to continue on the Board in 2019 and hoped to see additional volunteers stepping up to serve our community and continued hard work and efforts at the Board level. Adam indicated that interest sheets for all current volunteer needs were on the refreshment table and encouraged homeowner participation.
- b) **Secretary, Cindi Livingston.** Cindi Livingston indicated that she did not have much to comment on other than the minutes that had already been discussed. She did note that one of the reasons she had volunteered to serve on the Board in July 2017 was to see increased transparency and communication and felt that this had been a strong accomplishment of the currently serving Board. She noted that she did intend to continue with the Board in 2019.
- c) **Treasurer, Dan Brown.** Dan Brown briefly discussed current standing of the HOA accounts including revenues and expenses, both to-date and projected through the end of 2018. He indicated due to collection efforts on arrears accounts and efforts to reduce expenses, account balances were slightly higher at this time in comparison to last year. Dan also introduced the 2019 budget and clarified specific points upon homeowner queries.
- d) **Member-at-Large, Davorin Skender.** Davorin Skender discussed that as Member-at-Large he has no designated officer role, instead serving generally and taking on specific duties or tasks as need. He noted as an example that he has usually been acting as primary point of contact with Attorney Greg Chandler when we have inquiries requiring Attorney input. He also briefly discussed he had been working on the process of having Lot 135 turned over to the HOA as common property as it was originally intended, and further looking in to the possibilities involved with acquiring Parcel K from the developer in the future as well. Davorin briefly touched on recent business in relation to upcoming development of Parcel E, indicating that the Monroe Co. Planning Commission had voted 7-1 in favor of recommending to the Planning Commissioner the development proceed as proposed. Specifics noted that several homeowners including himself had attended and spoken up at the Planning meetings but unfortunately those efforts did not prevail.

## VI. Reports of Committees

- a) **Communications & Engagement Committee.** Committee Member Lyndy Lawrence spoke regarding the efforts and actions of homeowner volunteers assisting with the committee. She noted efforts of the committee including mailer preparation and newsletter distribution, increased communication, and successful social events, and asked that interested homeowners step up to assist with further efforts. She also thanked current volunteers for their help.
  
- b) **Speed & Safety Ad Hoc Committee.** Davorin Skender discussed that a group of interested homeowners had been working very hard to determine options we may have in helping to reduce vehicle speed and reduce road safety with the community. A call campaign was undertaken MCCSC in regards to school bus speed and safety while travelling the neighborhood. Efforts also resulted in the opportunity to present data to the Monroe County Traffic Commission, earlier today. Homeowners presented various proposals, some of which were approved. Several volunteers who had been assisting with these efforts spoke up with information, most notably Germaine Santos. Germaine indicated that she had brought to our meeting a synopsis of what was discussed and approved; some copies were available, it will also be posted on Facebook and the website. Measures that were recorded by the County and will occur include: 1. Installation of additional Speed Limit signs; 2. Deployment of additional Sheriff's Department deputies for traffic control during first and second shift peak hours of traffic offenses; 3. Department of Public Works and Highways will conduct a Traffic Study in our neighborhood in early December (the last study conducted was 11 years ago, and this timing also allows for the completion and re-opening of the intersection at Rockport & Country Club and resulting traffic flow to normalize); and 4. A temporary Flashing Speed Detector to be installed on the curve of South Wickens where it is a perennial speeding area. Davorin Skender closed his comments by noting that additional volunteers would be welcome to keep concentrated efforts going, and asked that interested homeowners sign up on the sheets or contact current volunteers.
  
- c) **Community Commons Area Ad Hoc Committee.** Homeowner volunteer Amy Calloway spoke regarding proposed initiatives to benefit homeowners and our community with engaging and useful projects. She noted volunteer help and efforts were important, and that she was undertaking efforts to keep projects at a minimal cost to the community. Specific items include a Little Library, Community Bulletin Board, and a Bench, to be positioned at the open area at the beginning of the neighborhood walking trail. She encouraged interested homeowners to volunteer on the sign-up sheets.

## VII. Homeowner Q & A

Adam Blazak announced that the business portion of the meeting was now concluded and we would proceed with homeowner Q & A. He stated that in the interests of the meeting proceeding in an orderly and efficient manner, homeowners should please raise their hands, be called on, and then speak/ask a question with a 2 minute limit. Adam would repeat the question for all and then he and each other Board member would then have an opportunity to answer or speak on the topic at hand. He asked that all remain courteous and refrain from raising voices and/or interrupting when another homeowner or a Board member was speaking. While there were a few instances of homeowners disregarding this request, the discussion proceeded in a productive and respectful manner overall. Several topics were brought up, including but not limited to: snow removal being the county purview, traffic/safety concerns, changing of quorum, following correct procedures and requirements, rental property caps, Parcel E, and the Fullerton Pike corridor project. Board members also encouraged concerned homeowners to volunteer and to attend Board meetings as the best way to have their voices heard, and reiterated that many information resources are available on the website, and there are numerous contact options as well.

### **VIII. Adjournment**

Vice President Adam Blazak thanked everyone for their attendance and feedback, and encouraged all once again to consider volunteering and participating. He adjourned the meeting at 8:00pm.

Minutes submitted by: Cindi Livingston

November 19, 2018

Minutes approved by: Adam Blazak

December 04, 2018

Dan Brown

Cindi Livingston