

Highlands Subdivision HOA Board of Directors Regular Meeting
Nov. 6, 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 7:01 pm. Directors present: Adam Blazak, Dan Brown, and Cindi Livingston.

II. Homeowner Open Forum. No homeowners present at this time.

III. Approval of Minutes from Previous Meeting.

Minutes from 10/02/2018 Board Meeting. Cindi Livingston motioned to approve, Adam Blazak seconded; all in favor. Minutes from 10/10/2018 Special Meeting. Cindi Livingston motioned to approve, Adam Blazak seconded; all in favor.

IV. Reports of Officers

- a) **Vice President.** Adam Blazak noted the send out of the Annual Meeting notice had gone well. He also noted receiving in person comments from several homeowners that it had been received.
- b) **Treasurer.** Dan Brown confirmed that our accounts are in good standing and balances are slightly higher than this time last year due to collection of some dues in arrears.
- c) **Secretary.** Cindi Livingston noted that she had received two faxed proxy forms for the Annual Meeting.

V. Report of Committee.

- a) **Communication & Engagement.** Adam Blazak confirmed that the November newsletter, which consisted of Annual Meeting reminder and Proxy Form, was successfully distributed by 11 volunteers. He also noted that two questions were posted on our Facebook page from homeowners and answered appropriately.
- a) **Ad-Hoc Safety & Speed Committee.** Adam Blazak discussed that a volunteer group of homeowners was working towards gathering information and seeking possible future initiatives to address vehicle speed and road safety in the community. The group is meeting again 11/08/2018. Homeowner Volunteer Phil Argenti spoke with the Monroe County Sheriff's Office and they have indicated they will increase patrols through the neighborhood during all shifts to increase speed limit enforcement. Several concerned homeowners also contacted the MCCSC Transportation Director to urge bus speeds through the subdivision be addressed. A representative of the

transportation department indicated that all of the busses were equipped with GPS that provided data on speed and travel path, and that they would review data for the relevant buses and address with drivers as appropriate. The volunteers have also arranged a meeting with the Monroe County Traffic Commission in regards to possible further safety and speed reduction initiatives, especially in light of increased traffic due to construction on surrounding roads. Adam Blazak noted several homeowners were interested in speed bump installation; the county had indicated permanent speed bumps had thresholds we would mostly likely not meet, but that temporary speed bumps were a possibility. The Board discussed that we greatly appreciate the efforts of the volunteers, however they are not currently authorized to act in an official capacity on behalf of the Board/HOA as a whole. It was noted that we should ensure the ad-hoc committee is aware no actions may be taken as such and any actions considered in relation to or on behalf of the Board/HOA must be first presented to the Board for review. Adam Blazak will speak with the primary contact to reiterate this and verify they proceed in an information gathering capacity only at this time.

VI. Executive Session

- a) **Personnel Matters.** Various concerns were discussed in regards to communications and cohesiveness within the Board.
- b) **2019 Property Management Contract.** Discussion of 2019 Property Management Contract. Cindi Livingston motioned that Adam Blazak contact Tempo to inquire about renewing our current contract with the same terms/rates for 2019. Adam Blazak seconded; all in favor.

VII. Open Business

- a) **2019 Budget.** The proposed 2019 Budget as developed at the Special Meeting 10/10/2018 was electronically provided to all Board Members on 10/11/2018 for further review. Treasurer Dan Brown was unable to attend the Special Meeting and requested further information regarding several items. Following item review and general discussion, Cindi Livingston motioned to approve the budget and projections as proposed. Adam Blazak seconded; Cindi Livingston and Adam Blazak voted in favor, Dan Brown voted against, motion passed.
- b) **2018 Annual Meeting.** Reviewed and finalized 2018 Annual Meeting Agenda. Adam Blazak will provide an electronic copy to all Board Members, Cindi Livingston volunteered to provide copies for the meeting. We will have sign-up sheets available

for volunteers to express interest in various positions and tasks, Cindi Livingston will also create and provide these documents.

VIII. Adjournment. Adam Blazak adjourned the meeting at 9:05 pm.

Minutes submitted by: Cindi Livingston

DATE: 11/07/2018

Minutes approved by: Adam Blazak

DATE: 12/04/2018

Dan Brown

Cindi Livingston