

Highlands Subdivision HOA Board of Directors Regular Meeting
Feb. 12, 2019 – 7:00PM-9:00PM – 200 N. Daniels Way, Rm 118 – Bloomington, IN 47404

Minutes of the Meeting

I. Call to Order/Roll Call

President Kevin Campbell called the meeting to order at 7:00 pm. Directors present: Kevin Campbell, Erin Ryan, Phil Argenti, Cindi Livingston, and Anna Bragin.

II. Approval of Minutes from Previous Meeting.

Approved meeting minutes from 01/08/2019 Board of Directors regular meeting, including Addendum of Action Taken Without Meeting on 01/16/2019. Minutes were electronically submitted by Secretary Cindi Livingston and reviewed by all Board Members. Phil Argenti motioned, Erin Ryan seconded; all in favor.

III. Homeowner Open Forum. Homeowners Mary Ann Williams and Richard Torstrick were present and asked to speak on several topics. Mary Ann Williams began by expressing appreciation for the 2019 Board for their efforts and work to date, and commented that the recently mailed dues and information packet was nicely done. She also provided an information page on Community Associations, Inc. and an upcoming training they offer that the Board may find beneficial. Mary Ann and Richard also both spoke in regards to the financial and legislative impact rental properties have on an HOA, providing some calculations and information for the Board to review. They strongly urged the Board to consider implementing rental restrictions/rental caps at such time as the CCRs were updated and volunteered their efforts in assisting with communication and follow up if/when the time comes for this to occur. Mary Ann also spoke briefly regarding Fullerton Pike Corridor Phase 3 and noted that there is an open planning meeting being held by Monroe County Public Works commission on April 8th. While it is currently scheduled at 5:30pm, Mary Ann volunteered to contact them and see if the meeting could be held at a slightly later time so that more people finishing the work day may be able to attend; she will update the Board to confirm the time. She suggested that a large attendance would be beneficial and this was the opportunity for residents to speak with the county about plans for the corridor, get related information, and express their input and opinions.

IV. Reports of Officers

- a) **President.** Kevin Campbell noted that he would be attending a court proceeding as representative of the HOA along with an attorney from our Attorney's office. A homeowner is contesting the need to pay arrears dues owed.
- b) **Treasurer.** Phil Argenti confirmed he had provided the most updated financial documents via email earlier in the day. He noted we have received approximately \$12,000 in dues payments to date for 2019. He also stated we have a recent list of

current status of collections proceedings enacted in 2018 from the Attorney, and he will ask for an updated list of homeowners with approved payment plans including due dates and current status.

V. Report of Committee.

- a) **Communication & Engagement.** No update at this time. Several possible initiatives and plans for 2019 are being discussed with the intention of presenting them for consideration at a future Board Meeting.

VI. Open Business

- a) **Update on Acquisitions of Lot 135 and Parcel K.** Kevin Campbell will follow up with Davorin Skender and take over coordinating with Jim Wray to finalize transfer of Lot 135 to the HOA. Parcel K has now been sold by Jim Wray to the developer of Parcel E and is no longer a consideration for the Board and HOA.
- b) **Insurance Contract.** The first payment for 2019 was made in January. The final payment would be due in July. Due to questions regarding the large premium increase and possibilities that the policy is not fully in line with our needs, it was decided that we will research this further to ensure we have the appropriate coverage at the most reasonable cost possible. Erin Ryan will contact Attorney Greg Chandler to set up a conference call to discuss our insurance needs in relation to legal and governing document requirements and inquire if they have any policy or provider recommendations. She will let the remainder of the Board know of conference call times so that at least one other member can participate in the call as well.
- c) **Landscaping Contract.** Kevin Campbell will ask Geri to coordinate with Batcho to obtain an updated contract for 2019 including updated dates and location/pricing details. Per discussion it was determined to continue with Batcho, as through due diligence in 2018 it proved to be the most reasonable and quality service for our needs. Kevin Campbell motioned to approve the contract for 2019 once the update is received. Erin Ryan seconded; all in favor.
- d) **Pending Architectural Request.** An architectural approval request in January was denied pending further information from the homeowner. Kevin Campbell notified the homeowner on 1/14/2019 via email of the status of the request, and gave information on how to fulfill the requirements so the Board could further review the request. No response or further communication has been received from the homeowner to date; therefore the request has now expired. The homeowner may submit a new request in the future if they so choose.

VII. New Business

- a) **Architectural Approval Requests.** No requests received at this time. Several inquiries were received via email in regards to making a request; Erin Ryan provided these homeowners with the pertinent information and links to complete an official request at their convenience.
- b) **Homeowner Observations.** No observations received at this time.
- c) **Canopy Tent.** Kevin Campbell provided a quote from the Communication and Engagement Committee in regards to obtaining one 10 X 10 Canopy Tent at a cost of \$129.00 for HOA use during social events. The tent's purpose would be to have shade/shelter for any food/beverages at events as well as an information/volunteer sign up table. The tent will be stored in the home of a Committee member and will be used for HOA related purposes only. Phil Argenti motioned that Kevin Campbell be authorized to purchase the tent and submit for reimbursement. Erin Ryan seconded; all in favor.
- d) **By-Laws.** Discussed possibly updating By-Laws. Cindi Livingston stated she would email the previous document (Attorney recommendation/Board review from early 2018) to the Board for further review and future discussion. Erin Ryan will contact Attorney Greg Chandler to schedule a call and determine cost of final attorney review/update and requirements costs to file with the State so that we can take this into consideration when determining any further action.
- e) **CCR Enforcement.** General discussion regarding possibilities and best practices for beginning to enforce some of the CCRs, with a focus on external items that affect the safety and value of homes and our community. Determined that further attorney input was needed on procedures in line with HOA law and CCR requirements before any decisions can be made or actions taken. Erin Ryan will contact Attorney to set up a conference call to get further information and recommendations. Cindi Livingston indicated there was an email from fall of 2017 with some minimal information and attorney information, which had not resulted in any further progress or action at the time, and she would forward this to Board members for review and reference.
- f) **Homeowner Request regarding Payment Plan.** A homeowner who is currently fulfilling a payment plan for arrears dues requested that we consider allowing them to add the 2019 dues to the plan as well, with the full previous and 2019 amount being paid off by the original payment plan due date. Phil Argenti motioned to allow this provided the homeowner remained up to date with plan payments, and that per the 2019 Delinquent Assessment Policy, 8% interest would be charged on the 2019 portion of total amount owed. Erin Ryan seconded; all in favor.

g) Fullerton Pike Corridor Phase 3 Update. The Board noted that once the time is confirmed, notice of the aforementioned planning meeting would be added to the newsletter in progress for end of Feb/early March, and added to our Website and Facebook page as well.

h) March Board Meeting. The regularly scheduled date of the March board meeting (Tuesday, March 12) would fall during local school spring breaks, which would be a conflict for some Board Members as well as possibly for homeowners wishing to attend. As such the Board agreed to re-schedule the meeting to Wednesday, March 6th from 7pm-9pm. Cindi Livingston will contact Lucky's to determine if the Community room may be reserved for that date; if not available, Kevin Campbell will inquire about availability at Ivy Tech.

VIII. Adjournment. Kevin Campbell adjourned the meeting at 8:43pm.

Minutes submitted by: Cindi Livingston

DATE: 02/13/2019

Minutes approved by: Kevin Campbell

DATE: 03/06/2019

Erin Ryan

Phil Argenti

Anna Bragin