

Highlands Subdivision HOA Board of Directors Regular Meeting
March 6, 2019 – 7:00PM-9:00PM –2424 S. Walnut St. – Bloomington, IN 47404

Minutes of the Meeting

I. Call to Order/Roll Call

President Kevin Campbell called the meeting to order at 7:03 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 02/12/2019 Board of Directors regular meeting, electronically submitted by Secretary Cindi Livingston and reviewed by all Board Members. Kevin Campbell motioned, Erin Ryan seconded; all in favor.

III. Homeowner Open Forum. Concerned homeowner discussed property line issue in relation to Parcel E Developer. This issue was discovered due to conflict arising when Developer Tom Wininger began work near the property. It was determined that a previous homeowner had made improvements to the property that were not in line with the property lines and were not approved by either the HOA of the time or by the county as appropriate. While the issue is not the responsibility or purview of the HOA, a Board Member will, if possible, attend the meeting between the Homeowner and Developer as a supportive observer to their discussion and resolution.

IV. Reports of Officers

- a) **President.** Kevin Campbell stated that he had asked Geri McInerney with Tempo to update our most recent master roster and compare to county records to insure owner accuracy.
- b) **Treasurer.** Phil Argenti shared the arrears report from Tempo, current with payments received as of 03/06/2019. Approximately 200 homes have an amount still owed on dues for 2019 and/or prior year(s).
- c) **Member-at-Large.** Anna Bragin shared that she had contacted some area power washing vendors regarding if they would offer group discounts to community homeowners. She provided several quotes and indicated she would follow up on if this could be done as a month-long offer for Highlands residents or similar and then communicated to homeowners.
- d) **Vice-President.** No report at this time
- e) **Secretary.** No report at this time.

V. Report of Committee.

- a) **Communication & Engagement.** Erin Ryan noted that delivery of the March newsletter had been delayed from original timeline due to weather and would be finished by the end of this weekend. The Committee will be meeting tomorrow 3/7, no further updates available at this time.

VI. Open Business

- a) **Update on Acquisitions of Lot 135.** Kevin Campbell has spoken with Davorin Skender and will be picking up the paperwork from him this week. Kevin will coordinate with Jim Wray and get this finalized as soon as possible.
- b) **Insurance Contract.** Erin Ryan and Phil Argenti participated in a conference call with Attorney Greg Chandler regarding our insurance needs and his recommendations in relation to the best type and providers of appropriate coverage. Greg Chandler recommended that we finalize the By-Law updates prior to the policy renewal which will allow us to include the proper requirements in the By-Laws and ensure the renewal or new policy is correct. He also provided several recommendations for insurance providers.
- c) **Landscaping Contract.** Kevin Campbell will follow up with Geri in regards to updated contracts with Batcho for 2019. Once received we will review and approve as appropriate at the earliest opportunity.
- d) **By-Laws Review/Update.** General discussion of the needs and process, it was determined we need a dedicated meeting to review and finalize our changes to provide to Greg Chandler for final review and filing. Special Meeting set for 3/20/2019, 7:00PM, location TBD.
- e) **CCR Review/Update.** General discussion; it was determined we would finalize the By-Law updates and then devote time to CCR review/update.

VII. New Business

- a) **Architectural Approval Requests.** No requests received at this time.
- b) **Homeowner Observations.** No observations received at this time.
- c) **Canopy Tent.** Kevin Campbell noted that the canopy tent had arrived and he would provide the receipt to Tempo for reimbursement as previously approved (2/12/2019).

- d) **CCR Enforcement.** Anna Bragin discussed questions in regards to the sample enforcement policy previously provided by Attorney. Necessary to confirm are dates and procedures appropriate in relation to both laws and governing documents; what is appropriate in terms of “grandfathered” items completed without approval when HOA was less active. Also discussed was need to re-communicate existence of Observation Form.
- e) **Fullerton Pike Corridor Phase 3 Update.** Meeting date and time confirmed for 4/15/19 at 6:00PM, information will be included in the newsletter and posted on the website and Facebook page as a courtesy to interested homeowners.
- f) **2018 Tax Filing.** Noted that due diligence on this process was completed last year and it was determined it was most cost-effective to keep the process in-house with Watler Accounting. Anna Bragin motioned that Phil Argenti contact Watler/Tempo as needed to inquire about the filing and set the process in motion for this year. Cindi Livingston seconded, all in favor.
- g) **Architectural Approval Form Update.** General discussion regarding form updates to both be in line with governing document requirements and clarify specific approval process and requirements. Kevin Campbell will update the form as discussed and provide to the Board at next regular meeting for approval.

VIII. Adjournment. Kevin Campbell adjourned the meeting at 8:46pm.

Minutes submitted by: Cindi Livingston

DATE: 03/19/2019

Minutes approved by: Kevin Campbell

DATE: 04/09/2019

Erin Ryan

Anna Bragin

Phil Argenti