

Highlands Subdivision HOA Annual Meeting
November 12, 2019 – 6:30PM – 8:00PM – 930 W. Gordon Pike, Bloomington, IN 47403
Minutes of the Meeting

I. Call to Order/Roll Call

President Kevin Campbell called the meeting to order at 6:37PM. Directors Erin Ryan, Phil Argenti, and Cindi Livingston were present. Thirty-three homeowners were present, and Geri McInerney, Tempo Properties Account Manager, was in attendance.

II. Property Management

Geri McInerney signed in homeowners prior to the start of meeting as well as accepted CCR approval forms in person from homeowners who brought them. Kevin Campbell introduced Geri and she briefly spoke, mentioning that homeowners were able to access their accounts online and that 2020 dues would be able to be paid online if homeowners so wished. Kevin thanked Geri for attending and helping with the beginning of the meeting.

III. Proof of Notice of Meeting

Vice-President Erin Ryan confirmed that notice of the annual meeting had been sent via US Postal Service in advance of the thirty-day notice requirement. Notice of the meeting was also published in both the October and November newsletters which are hand-delivered to every home in the subdivision. Notice was posted on the HOA website and HOA Facebook page as well.

IV. Approval of Minutes from Previous Meeting.

Secretary Cindi Livingston briefly discussed the process used to record, approve, and post minutes. Minutes from the previous meetings, including the 2018 Annual Meeting and all meetings of any type since August 2017, are available to access at any time on the HOA website. Minutes are uploaded to the website for each meeting once they have been reviewed by the Board and then approved at the following regularly scheduled Board Meeting.

V. Introduction.

Each member of the Board briefly introduced themselves.

VI. Reports of Officers

- a) **President.** Kevin Campbell discussed several items. He addressed that legal fees for 2019 were higher than projected/budget. This is due to continued further arrears dues collection begun by the 2018 board and built up over several years of inactive previous boards. He covered the delinquent assessment policy and the average legal fees associated with collections. He discussed the Board's acquisition of Lot 135 from the prior developer and that the capital project the Board intended to focus on

for 2020 was installation a connective sidewalk between the Rockport Entrance and the nearby B-Line Trailhead.

- b) **Vice President.** Erin Ryan discussed the necessity, aims, and process of the Covenants, Conditions and Restrictions update currently in process.
- c) **Treasurer.** Phil Argenti briefly covered the 2020 budget, of which copies were available for every homeowner present to review. He stated that our budgeted income for 2020 is based solely off dues and will not include income from legal fees, as this number varies based on legal fees recouped from collections actions. The budgeted expenses were based on actual expenses in 2019. Phil also discussed that we have selected a new insurance company and policy for 2020 for our required insurance. This policy provides better coverage at a lower cost than our previous policy and was chosen by obtaining and reviewed quotes from three recommended companies which have experience with HOA policies.
- d) **Secretary.** Cindi Livingston had no report at this time.

VII. Adjournment of Formal Business. As quorum was not reached and no voting items are present are actionable, Kevin Campbell adjourned the official meeting at 7:01PM. Homeowners are welcome to remain for an informal open discussion/Q&A if they so choose.

VIII. Homeowner Open Discussion/Q&A. Kevin Campbell opened the floor to homeowner comment and questions, asking firstly that each homeowner raise their hand so that questions could proceed in an orderly manner. He asked that speakers and commenters please be respectful and courteous. Highlights of the items queried and discussed included:

- A. Usage and need for the community-use dumpster provided for homeowner during each recent community sale period
- B. Fullerton Pike county project status and updates, legal fee costs. Kevin Campbell briefly discuss our contract and various fee and service scenarios.
- C. Dues payment plans. Phil Argenti briefly discussed that the Board does not lightly pursue collection actions, payment plans are available and can help avoid costly actions which are a burden to the homeowner.
- D. Query regarding the adjacent rental development. Aside from some initial land clearing work there has been little to no activity in 2019. Per the sign posted at the future entrance off Rockport Rd, the earliest leasing mentioned is now fall of 2020. The latest information confirmed was that due to contractor availability construction has undergone numerous delays.

- E. Kevin Campbell reminded homeowners of the architectural and observation form and process as well as enforcement policy and process.
- F. Erin Ryan discussed necessity for volunteers to help the HOA be most beneficial and put out a call in action for any homeowners interested in any service.

Minutes submitted by: Cindi Livingston

DATE: 11/16/2019

Minutes approved by: Kevin Campbell

DATE: 01/08/2020

Erin Ryan

Phil Argenti

Anna Bragin