

Highlands Subdivision HOA Board of Directors Regular Meeting
March 11, 2020 – 7:00PM-9:00PM –900 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 7:14PM (delay due to location set-up issue). All directors present.

II. Approval of Minutes from Previous Meeting.

Minutes from the February 12, 2020 Board Meeting were compiled and electronically provided to all Board Members for review. Kevin Campbell motioned to approve, Phil Argenti seconded, all in favor.

III. Homeowner Open Forum. Homeowner Jason Endris present. Jason had expressed interest to the Board in volunteering to assist with website maintenance/updating and similar duties. The Board discussed common tasks needed. Jason discussed reviewing the platform we currently use and associated costs to ensure costs are in line with our needs. Jason will be assisting going forward, Kevin will further discuss details and specifics with him.

IV. Reports of Officers

- a) **Member-at-Large.** Anna Bragin discussed spring power washing deals offered by local companies and asked if it could be included in the spring newsletter. She spoke with Tom Wininger, developer of the adjacent Wick development, in regards to the possibility he would complete the entrance-to-trail sidewalk installation when completing similar work in the development. He stated that if the Board would obtain the necessary permits he would install the sidewalk at no cost but will be in line with the development timeline, resulting in a probably mid or late summer installation. The Board agreed if the work can be completed at no cost to the HOA this would be preferred.
- b) **Treasurer** Phil Argenti stated that the financial summary has been sent. We have received approximately 50% of dues owed through 2/29/2020. Reminders will be sent by Tempo for any not received by March 15th due date. Will consult with Tempo on best time to complete 2019 financial review. Phil reviewed the governing documents and confirmed that we do not need to adjust the 2020 budget to reflect the cost of the 2018 financial review which was billed and paid in early 2020 instead of late 2019 as planned. Phil will upload the completed financial review to our documents so it is available to all if needed and upon request.
- c) **President.** Kevin Campbell discussed that the lien to foreclosure action approved at previous meeting has begun. Our attorney will monitor the action and continue to advise on when we need to review the proceedings and decide on withdrawing or

moving forward. A lien on a separate lien only action has been filed. A third is recommended to be filed as current collection or garnishment actions have been unsuccessful.

V. Open Business

- a) **Lawn Care Contract.** Contract language now reflects the 2020 update and Phil Argenti signed on behalf of the Board. Geri will follow up with Batcho for signature, once completed we will upload a copy to the website.
- b) **CCR Voting Plan of Action.** To date, 97 approvals have been received. Geri will include a reminder on the late dues notices as well as a note that if you have already voted you do not need to vote again. Newsletter to include a call for door-to-door volunteers.
- c) **Donut Social.** Date set for June 13, will include in newsletter.
- d) **Open Homeowner Violations.** Mailbox violation not corrected. Erin will follow up with Geri to see if there has been any further contact to them before we take additional action.
- e) **Newsletters.** Content deadline end of March. Will include sale & dumpster date and necessity for dumpster monitoring volunteers; CCR voting and volunteer call, dues reminder, donut social information, and note about change in newsletter frequency.

VI. New Business

- a) **Architectural Requests.**
 - 1. Follow up on request 2020-01. Have received affidavits from affected neighbors for temporary construction material/equipment encroachments. Updated drawings received. All requirements are met. Kevin Campbell motioned to approve, Anna Bragin seconded; all in favor. (2020-01)
 - 2. Shed. Will be block-mounted and siding matches home. All requirements met and form is in order. Kevin Campbell motioned to approve, Phil Argenti seconded; all in favor. (2020-03).
 - 3. Siding replacement and garage door replacement. Form is in order and all requirements met. Kevin Campbell motioned to approve, Phil Argenti seconded; all in favor. (2020-04)

4. Fence. Approved with condition that is not extended towards the street beyond the foundation at any point; this is slightly unclear on one portion of the drawing. Form is in order and all requirements otherwise met. Kevin Campbell motioned, Anna Bragin seconded; all in favor. (2020-05)

b) Lien vs Lien Foreclosure Action. New lien for home that appears vacant and has several year's arrears. Attempts at collection action have been unsuccessful. Will inquire from attorney what they advise in regards to determining vacancy and proceed with lien. Kevin Campbell motioned, Phil Argenti seconded; all in favor.

c) Homeowner, County Property Boundary/Trespassing issue. Kevin Campbell has purchased the posts and will install once best location for most affect is determined.

d) Future Meetings. Confirmed Batchelor for April and May dates. Kevin will contact Ivy Tech for possible summer meetings.

VII. Adjournment. Kevin Campbell adjourned the meeting at 8:20PM.

Minutes submitted by: Cindi Livingston

DATE: 03/19/2020

Minutes approved by: Kevin Campbell

DATE: 04/08/2020

Erin Ryan

Phil Argenti

Anna Bragin