

Highlands Subdivision HOA Board of Directors Regular Meeting
November 3, 2021 – 7:00PM-9:00PM – Virtual Meeting
Minutes of the Meeting

I. Call to Order/Roll Call

President Kevin Campbell called the meeting to order at 7:00 via virtual meeting. All Directors present.

II. Approval of Minutes from Previous Meeting.

Approved meeting minutes from 10/20/2021. Regular Meeting, electronically submitted by Secretary Cindi Livingston and reviewed by all Board Members. Minor correction to architectural violation number noted and will be made. Kevin Campbell motioned to approve with correction, Phil Argenti seconded; all in favor.

III. Homeowner Open Forum.

Homeowner present to discuss Architectural Request. Submission reviewed and discussed; map viewed. Phil Argenti motioned to approve with exception to side restriction due to layout/size of lot. Ameer Beitvashahi seconded; all in favor. (2021-18).

IV. Reports of Officers

- a) **Treasurer.** Phil noted that since the meeting is early to accommodate annual meeting, we have not received monthly report yet. He will forward for our review once received. Invoices for recent attorney service and annual meeting mailing have been received and approved for payment. No other updates at this time.
- b) **Vice-President.** Ameer Beitvashahi shared that the updated quote on the speed limit sign was received and shared via email.
- c) **President.** Kevin Campbell noted that he provided information on speed sign to Tempo to arrange payment and confirm how delivery occurs. He renewed the Gsuite (now called google workspace) and have Tempo now listed as billing and with updated contact information. He spoke with Jim Wray about portion of Glasgow that is in contention according to the county. Jim said that completed all final steps with county including on-site meeting and corrections. Jim said he will try to contact Lisa Ridge with Monroe Co. Highway Department as he is unsure why this is on ongoing issue. The newly extended portion of Wickens that goes to The Wick will be address by Wininger Construction as this has not yet been turned over to county. Kevin Campbell also sent to Tempo the contact information to follow up on the two fire homes that have had no change.

V. Open Business

a) Open Enforcement Issues.

1. 2021-5: new updated request for patio received to KC will share and we will vote by email after verifying exterior material. Voted to approve the fence replacement (which is 2021-16).
2. 2021-8: ongoing/excessive overgrowth issues; have inquired through attorney and colleague researching to see what is involved and what we can do to address legally.
3. 2021-15: fence forward of foundation line. Response prepared but anticipating a meeting will be requested. Would like to try to address and have resolved by end of the year.
4. 2021-18: Kevin did not get this sent but will go out now: possible animal rescue; will email the letter as well as mail.

b) Virtual Meeting Account. Account for HOA update-Phil billed this month as approved last month; if we like the go-to-meeting this month he will switch it to Tempo billing going forward.

c) HOA Dues Update. No update not received yet.

VI. New Business

a) Architectural Requests. No new requests.

d) Homeowner Observations.

1. Motorhome in driveway for several weeks; cars parked in rear yard. Phil Argenti & Kevin Campbell verified, and Phil will draft first letter for Tempo to send. (2021-20).
2. School bus parked on street. Phil Argenti & Kevin Campbell verified. Assuming it belongs to the first house on the right on Shamrock based on parking location. Kevin Campbell will send letter to Tempo to send. (2021-21).
3. Informal observation-overgrowth to side where Wickens leads to Wick; due to construction vehicles there is a visibility issue. Kevin Campbell will reach out to Tom Wininger and ask them to address as it appears this is all their property now.

- e) **Annual Meeting Agenda**-small updates; correct to ‘go to meeting’ and ‘use chat’ to submit questions; audio only questions will be accepted after all chat questions answered.
- f) **Annual Meeting.** Notice required is 14 days and should go out by end of day 10/22; provided they are mailed by end of day 10/25 it will be sufficient. Finalized agenda and budget.
- g) **Other Business.** Other Business-second invoice not paid to Bynum Fanyo per inquiry to Kevin Campbell; appears email was sent to Anna’s old address so was not seen originally. Forwarding to Phil who will follow up with Tempo. Phil will also ask Tempo to schedule a 2020 financial review. Tempo also updating phone number and will provide to us.

VII. Adjournment. Kevin Campbell adjourned the meeting at 8:09 pm.

Minutes submitted by: Cindi Livingston

DATE: 12/7/2021

Minutes approved by: Kevin Campbell

DATE: 1/12/2022

Ameer Beitvashahi

Cindi Livingston