

Highland Ridge Board Meeting

1/10/14

Minutes

Meeting called to order at 7:03 by Kiffer Andress.

Those in attendance were Kiffer Andress, James Kinnard, Ken Borgerdine, Laurie Rosenberg, Aric Kline, Anne Feczko, Terry Taylor, Teresa Haverly. Two Committee chairs attended: Martin Corcoran and Tammy Andress.

Secretary's report:

Minutes from the 11/15/13 and 11/23/13 board meetings were read and approved for filing.

Treasurer's report:

James Kinnard stated that the Invoices for 13/14 have been delivered and 24 payments have been received to date. James goal is to go paperless as much as possible, including bill paying. Ann F. had questions as to how this would fulfill the By-Law requirements of 2 signatures. James indicated that the procedure he plans is for Kiffer to review all bills and give approval before they will be paid. He will also institute a procedure where any reimbursement request is approved by the committee chair before it can be submitted for payment. **** Kiffer will speak with the attorney to clarify that this procedure will meet the By-Law requirements ****

Statement was received from the atty. (Randy Lipshutz) for a past due balance (>\$2300) dating back several years. Both Terry and Ken gave some background information regarding attempts to obtain an itemized bill and lack of responsiveness from Randy. ****Teresa mentioned that she has found an itemized bill and will bring it to the next board meeting. Additionally, James will run a report of payment history.**** Further action tabled for next meeting.

Ken made a motion to investigate and secure a new attorney for the HRHOA. Laurie seconded and the motion passed. ****Aric agreed to lead this research and report back.****

James advised that he has received a collection notice for the pool phone from AT&T. ****Tammy will contact AT&T to try to resolve.****

Lot #73 (4625 Outlook Place) has gone through foreclosure and has a past due balance of \$510.66 for previous dues and late fees. Bank of America contends that the HRHOA has lost the right to recover but has sent a check to the HRHOA for \$264.66, which will cover just over half of the amount due. Motion was made by Terry, and seconded by Ken, to accept the payment from BOA and right off the balance. Motion passed. There was a discussion about the mailbox at this property and the fact it is the original style. There was some confusion as to when a homeowner is required to upgrade to the current style. James will bill the bank for the 13/14 dues and for the mailbox replacement. ****Teresa will review past minutes to clarify the language for mailbox replacement and report back.****

Owners of Lot # [REDACTED] ([REDACTED]) have filed for bankruptcy. At this time, they are in arrears with the HRHOA for the 11/12 and 11/13 yearly dues. We have received notice from the courts that they will pay the HRHOA \$25/month effective 11/14/13 until account is cleared. This plan does not include the dues for 13/14. ****Kiffer will ask Chris Kiefer for assistance in understanding our rights as the association and will report at next meeting.****

Committee Reports:

Directory: James has had 45 responses to date for changes. Goal is to have the directory ready for distribution by the end of January.

Landscape: Chris emailed his report and it was tabled until the next meeting.

Tennis: Martin has received an estimate to repair the cracks on the courts for \$9,000. While there are approximately 500 feet of cracks, they are all small/thin. Recommends that we delay repairs until next year. The sign-up boards at the courts need to be replaced and this cost can be covered by the current year's budget. Martin was reminded that each captain must collect fees for the outside members. The fee is set at \$25/season with a yearly max. of \$50.

Pool: Tammy reported that the pool-resurfacing project should start in mid March to be completed by mid April.

New Business:

Wendell Causey has agreed to form/chair a committee to assess the future physical needs of the community. He has 4-5 others who have expressed a willingness to serve on the committee. ****Kiffer will invite Wendell to the next board meeting.****

Martin advised that the property between the two entrances has been sold to a developer.

It was suggested that a schedule for future meetings be determined. Motion was made by Terry that we will meet monthly, 3rd Sunday at 6pm, for the first quarter. After that time, we will reassess the frequency of meetings. Motion seconded and was approved.

We currently have 6 directors and our By-Laws require that we maintain an odd number between 5-9 at all times. Per the By-Laws, the Board has the authority to appoint a person to fill any vacancy until the next annual meeting. There was discussion as to whether this should be taken to the full membership due to the concern for transparency that was expressed at the last general meeting. It was felt that we can address the transparency issue by having Kiffer send summaries to the membership of our meetings, publish the dates of our meetings, and reminding the membership that they are welcome to attend to express their concerns. Due to privacy concerns, minutes of the meetings cannot be published on the website but any member may review them by contacting Teresa. Motion was made by Aric that after the minutes have been approved by the board, Kiffer can publish a summary of said minutes to the website. Motion was seconded by Ann and approved.

Terry nominated James Kinnard to serve as the seventh director until the next annual election. Motion seconded and approved. James will also continue to serve as treasurer.

James Haverly will be asked to review our insurance and market for pricing prior to renewal in April.

Motion to adjourn made and seconded. Approved. Meeting adjourned at 8:35. Next meeting will be 2/16.

All committee chairs will be invited and encouraged to attend.