

Approved Minutes of December 12, 2018 General Meeting of The Highlands HOA

Meeting Called to Order by The Chair at 6:32pm at The Rec Center

Board Members Present: Chair/Marga Larson, Secretary/Rick Ohlson, Assistant Secretary/Wayne Vincent, Treasurer/Ellie Andrejko, Board Member at Large Mike Ireland

Units Present: 412,128,218,153,155,426,427,117,403

Property Manager: absence excused in advance

Approvals of Previous Meetings Minutes: Board Approved the minutes of the Regular Board meeting held October 10, 2018 and the Board Approved the minutes of the Special Meeting called for November 14, 2018 Both Minutes are to be published to the Highlands website by the Property Manager and will be marked Approved

Community Open Forum for Items on the Agenda: Nothing brought up

Committee Reports:

Finance/Treasurer: Ellie noted changes in the Budget due increases now in effect from Trash Collection up 14%, Comcast up 5%, and increased State Payroll taxes 16%, Insurance increased \$3397. There is a budget increase for COLA (Cost of Living increase) on staff. Earthquake Insurance remains under discussion, but no further action taken. Possible future Community general meeting could take place.

2019 Budget: multiple line items addressed, increases and new items mentioned. The Committee recommended to the Board an 8% increase in HOA dues. Secretary brought up an objection to taking any vote on a 2019 Budget when all Board Members who may have questions as relate to any line item cannot direct them to the Property Manager who gave advance notice of his absence at this specific meeting. The Chair, on asking if there was any motion from the Board as related to the Secretary's strong concerns, got a motion from the Secretary to withhold any vote on any 2019 budget until the Property Manager can be present to answer specific questions. The Assistant Secretary seconded the motion made and the motion carried on a Board vote. 2019 Budget vote tabled.

Insurance Committee/Ellie: Earthquake Insurance remains under consideration. Committee will get updated bids. It is an all or none scenario for the HOA buildings, but the individual homes can take it or leave it as to within the 4 walls. There is a possible future large-scale meeting being discussed similar to the Comcast & Century Link presentations organized last year. No dates set.

Rules & Regulations Committee/Ellie: Newest Rules & Regulations are posted on the website and the Committee recommended all residents review them.

Management Committee/Marga – to be delivered at the Annual Meeting

Reserve Study Committee/Wayne: Wayne noted no updates. Gave a clarification the committee is near to submitting data to Regenesys (the Reserve Study outside consultant) to in turn be able to address the Board & HOA, hopefully at the next meeting.

Annual Meeting Packet/Rick: Chair & Secretary to meet and determine contents of various paperwork to be included. There is a possibility to have a vote by mail ballot, in accordance with County/State requirements.

Property Managers Report- Property Manager was absent

Board Openings/Rick: there are 3 positions on the Board up for re-election. Of those, Mike Ireland has given notice he will not seek re-election. Two new candidates, Craig Ward & Claudia Vincent, have submitted Questionnaires indicating interest to serve on the Board. Both Ellie & Wayne are also up for re-election.

Association Business:

Draft Minutes Mailing: DRAFT minutes from the Board meetings are mailed out with the next month's bills, in a timely fashion. All DRAFT minutes will have a header clearly indicating they are draft, and that the Board will vote on the Draft minutes after any advance amendments are circulated to the Board. When passed, the Approved minutes are posted to the Highlands website. Thus look to see approved Board Minutes 2 months after the meeting they are from.

Reviewed or Audited Financial Statements: Oregon Law requires the Association to have a review conducted on the prepared yearly financial statement.

EWEB Smart Meters: An HOA member asked the Secretary to advise the HOA EWEB will soon initiate a program to generate a new way to read meters, so called Smart Meters. They have been in the news. The Highlands as a HOA & every single resident of The Highlands will have a choice to accept or reject these meters. At this time, there is no Official Highlands Board position. There are printed materials available to all persons.

Next Board Meeting Date(s): discussion tonight to have a Special Meeting before the Annual meeting. The topics at a minimum at the Special Meeting will be Budget, Reserve Study, and Earthquake Insurance. The Special Meeting would thus be in January. Separately the Annual Board Meeting is late February or early March, per the By-Laws. Look for announcements included in the bills and e-mails out to all e-mails on record. It will also be posted

Submitted by Secretary Rick Ohlson, 405
And Assistant Secretary Wayne Vincent