

Minutes of the Nov. 13th Monthly Highlands Board Meeting

Nov. 13th 2019

Call to Order 6:30pm

Quorum established by the Chair & proof of meeting notice established

Board Members present: Wayne Vincent/Chair, Ellie Andrejko/Treasurer, Claudia Vincent and Marga Larson/Members at Large

Units Present: 405, 117, 155, 208, 126, 153, 127, 112, 114, 427, 108

1. Presentation by Michael Barclay from Ward Insurance:

All owners need Certificate of Insurance under HO6 Policy (Condominium Insurance)

Questions were raised during the presentation that will be researched by the Insurance Committee and addressed at the next meeting.

2. Decorum and Communication

Meetings follow Roberts Rules of Order for respectful communication:

Speak on policy not person
One recognized speaker at a time
Respect personal space

3. Minutes Approval

Marga moved to approve minutes of Oct. 9th, 23rd, and 25th
Seconded – motion passed unanimously.

4. Officer/ Committee Reports

Treasurers and Financials
Treasurers:

-Significant down payment on new insurance – otherwise a normal month
-Pretty good shape with collections
-In the process of paying off garages (overage of dues) until Feb. 2021

Financials:

2020 Budget

- Recommendation to Board: increase by 2% to current dues (actual greater than 2% because last year's increase was prorated across 7 months)
- Postponed Budget debate/vote until December (when all info is in)
- Financial review by Michael Rice (CPA) complete (follow-up at future meeting)
- Discussion of moving money into separate interest bearing account

Managers

- Directed Beautification Committee to look at Tree/Debris clean-up
- Rear deck replacement issues discussed (no further action required)
- Party request for Dec. 6th at Rec Center (Approved!)
- Mark reaching out for bids on 4 roofs
- Discussion of Garbage Truck damage (to be continued)

Beautification

- Lots of bulb planting
- Looking into tree planting (disease and drought resistant)

5. New and Unfinished Business

Safety Committee (Wayne volunteered to temporarily become Chair)
Financial Control Committee formed (Marga and Wayne)
Heat Pump guidelines discussed (they are in place subject to Board approval of individual installations)

6. Meeting adjourned (8:00 pm) Next Meeting scheduled for December 11th
7. Executive Session (employee compensation)