

# High Point II Homeowners Association

Board quarterly Meeting #2 of Board year 2023/2024

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**HOA Board Meeting called to order 9:04 am Saturday January 20, 2024**

## Attendees

President: Mike Stevens

Vice President: Ben Schwartz

Treasurer: Rita Flaherty

Secretary: Meredith Porter

Trustee: Bob Flynn

Member: Jason Scheffer

Member: Kathryn Schultz

Member: Steve Richard

## Agenda

### President's report

1. Discussed recruitment for future officers and members of HOA
2. Agreed the Christmas light competition went well and everyone enjoyed it.
3. Discussed dialogue with Condominium Law Group (CLG). We will be updating our bylaws and CC&R's with the legal help of CLG.

### Treasurer's Report

1. Went over the Financial Review Checklist and 2023 Budget. Liberty Mutual insurance edited and Reserve edited and will be resubmitted by Rita.
2. Expenses for landscaping approved by HOA last year as it had been neglected for a few years during Covid.
3. Rita makes a motion to approve that we file taxes for 2023, Kathryn seconds the motion, Motion unanimously approved by the board. The taxes will be filed, but the HOA will not be required to pay taxes. Rita will move forward with filing taxes for '23.

4. Ben Schwartz motions to approve the 2023 audit, motion seconded by Kathryn, motion passed unanimously by HOA.
5. President Mike will send a friendly reminder via email for any dues not paid by Jan. 18th. We plan to have dues required to be paid by January 31st each year so the Treasurer can work with an accurate budget each year.

## Committee Reports

- **Architectural**– Approved Adams family new roof plans.
- **Maintenance**–
  - Sidewalk strip: Plants are dormant during winter season, Mike Stevens will continue to maintain the entrance strips for another year and a half. Reimbursed water use for plant maintenance to Ben Schwartz.
  - Playground hand-rail bids, \$3,200/\$2,900/Metal \$5,200 we will be tabling the idea of accepting a bid until after CC&R's are updated and we can examine how much of the budget will be available for this project. We also discussed the possibility of volunteer labor from the neighborhood helping to build the handrails ourselves..
  - Large commercial truck parking in the neighborhood will be moved within a week of this meeting.
- **Property issues**–
  - Large commercial truck parked in the neighborhood will be removed within the week of this meeting.
  - Mailbox cleaning: using 409 works to clean mold off the white mailboxes. Will look into replacing posts of leaning mailboxes this year.
- **Updating bylaws and CC&R's**– Jason Scheffer moves to approve Mike Stevens to have CLG do a 'Governing Document Review for 1,400, Meredith seconds the motion. The motion was unanimously approved by the board.

## Old Business

1. Budget for 2024 completed, prudent financial management
2. Fulfill HOA meeting obligations 4x per year (HOA year begins in October).
3. Continue care and maintenance of playpark and sidewalk strips
4. Succession planning, board member recruitment
  - Newsletter
  - Email
  - FB

Meeting adjourned 10:20AM