

Highland Colony Homeowners Association

Board of Directors Quarterly Meeting Minutes

Date: March 12, 2026. 10:00 am

Location: #17 Troon Terrace (home of Kate Newell Coupe)

PRESENT:

Directors: Kate Coupe, President; Steve Kelly, Treasurer; Cynthia White, Secretary.

Attending via Zoom: Annie Hoyer, Director; Hiram Ely, Director

Homeowner's: Bob Fitzpatrick, Bob Tuveson, Paul Rizzo

MANAGEMENT: Nancy Ehlers, Managing Agent, LCMG, LLC

1. Call to Order

President Kate Newell Coupe called the meeting to order at 10:02 AM.

2. Meeting Minutes

The minutes of the December 2025 Board of Directors Meeting were approved by vote.

3. President's Report – Kate Newell Coupe

Kate provided a president's statement. (sent as email with agenda)

4. Treasurer's Report – Steve Kelly (John Carpenter not present)

(see attached financial reports) Our financials are status quo. The budget will be hit as the major work will be done in June, July and Aug.

5. Secretary's Report – Cynthia White

The website is being worked on, more discussion to follow.

6. Managing Agent's Report – Nancy Ehlers gave an oral report, these minutes will attempt to summarize as accurately as possible.

Nancy is still waiting on a quote for the electrical installation of a Mini split in the clubhouse.

Bylaws – we received a written apology from the attorney reviewing our new Bylaws. We will be compensated for the time it has taken to get a response from him.

Armstrong – they will begin to schedule chimney inspections once our seasonal homeowners arrive. They will only inspect and clean chimneys. Nancy asked Annie for the list of all units with a wood burning chimney.

Budget – the board and managing agent will meet in early May to discussed budget proposals. Prior to that meeting, Nancy and BOD members will do a property walk-through.

Roof raking this winter was an added expense, but it was warranted with the amount of snow, and ice this winter.

Plow damage will be repaired in the spring.

7. Committee Reports

Reserve Fund Committee – Steve, Kathy Boyle, Bob Tuveson and John Carpenter have all met together once. The committee of homeowners are working on narrowing down the list of reserve/budget items for the software.

Bylaws Committee – As addressed in managing agents update.

Habitat Committee – nothing new to report

Land Usage Committee – nothing new to report

Welcome Committee – new renters in # 11 Fairway Dr. are Joseph and Sophie Acampora

8. Old Business

Dryer Vents - Homeowners are still advised to have their dryer vents cleaned and inspected and a report needs to be sent to LCMG

Clubhouse Internet - on-hold for now

Mini split - on-hold for now, however, Nancy is expecting an estimate for the wiring.

9. New Business

Ice dams – homeowners need to call their insurance carrier to place a claim. It was suggested that when new roofs are schedule for repair that ice and water shields be used. This is a barrier that goes on the roof under the shingles. Nancy will support that recommendation. We are faced with the problem that most of our roofs and attics are not properly insulated, and this was an extremely difficult winter.

Website – we are working with Bob Fitzpatrick to update the website. Our website is still accessible. (thehighlandcolony.com) Homeowners should have received an email asking them to set up a password. This is only to protect the homeowner directory. More work is underway, so please be patient if you are having trouble on the site. A huge thank you to Bob Fitz for all the work his is doing to help us get it right.

10. Announcements

Annual Homeowners Meeting: June 20, 2026, 10:00 am (Location – HC Clubhouse)

12. Adjournment

Meeting adjourned at 11:12 AM