

Highland Meadows HOA
Executive Board Meeting Minutes

75 Omaha Dr., 6:30 pm
December 2, 2016

Candace called the meeting to order at 18:50. There was a quorum of 5 Board members: Jodee Loury, Barb Thomas, Candace Winkle, Nancy Savidge and Deanna Carew. Homeowners Scott Carew, and Mark and Gina Miller were also in attendance.

1. Approve the mailbox key policy.
Upon motion to approve the Mailbox Key Policy as written by Candace and seconded by Nancy, the motion was unanimously approved by all Board members.
2. Review minutes from attorney meeting.
Candace and Nancy reviewed some of the highlights from the most recent meeting with the attorney at Hindman-Sanchez.
3. Covenants document discussion
 - Review latest document changes from attorney. We will adopt the changes recommended by the attorney.
 - Review percentage for voting – section V.10.8 for property transfer, XI condemnation, XVI.01 Amemndment. Although the attorney recommended 16 homeowners or 51%, some HOA members expressed concern that this number was too low. The Board will propose 18 homeowners, or at least 60% for amendment of the Covenants declaration.
 - Short-term rentals discussion – section VI.II Rental/Leasing. After some discussion with some of the homeowners who attended the meeting, this section will be changed so that the shortest initial time is 4 months, not to exceed 2 leases per year.
 - Discuss changes to Definitions, B “allocated interests” with Exhibits A & B and Article III Exhibit A. Although Candace found Exhibits A and B at the courthouse and scanned them in, they are outdated and the Board agreed that the proposed wording for this section would be more applicable.
 - Discuss next steps for document. Update the document, summarize what changed since the HOA meeting, and distribute via snail mail (USPS) and a link. Then have snail mail vote in January. Send out purpose – to get tax exempt status for open space, keep dues low.
4. Discuss the Dropbox account, Facebook, and the current website and determine strategy for the next year.

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We should keep the website as it does not require a Facebook or Dropbox account or knowledge of their use. The Board will make use of a Dropbox account for working on documents and possibly a place to store the architectural plans for the lots. Deanna will set up a Facebook account for the HOA so neighbors can share wildlife sightings, tree seedling sales, etc.

5. Set some regular Board meetings.

The next Board meeting is set for January 14, 2017 at 6 pm at 115 Omaha Dr.

6. Discuss next document(s) to work on – bylaws? ARC?

The Board will continue to work on the Covenants, then select the next document.

7. Anything else?

Summarize and begin implementation of acquiring the necessary votes to approve the document changes.

Learn/familiarize ourselves with Dropbox, HOA Policies & procedures, and governing documents.

Upon motion from Candace and seconded by Jodee, the meeting was unanimously adjourned.