

# Highlands of Edinburgh 2<sup>nd</sup> Homeowners Association

PO Box 43696, Brooklyn Park, MN 55443

<https://www.highlandsofedinburgh2ndassoc.com>

## Board Members:

- Michael Van Heel, President
- Sue Browen, Vice President
- Kristine Frederick, Secretary
- Rick Weyrauch, Treasurer
- Ali Warsame

## Summary of HOA Meeting Minutes:

**Date:** 11/14/2024

**Time:** 6:30 pm – 8:00 pm

**Location:** Brooklyn Park Library, Shingle Creek Room

## Attendees:

### Board Members:

- ☒ Ali Warsame
- ☒ Michael Van Heel
- ☒ Rick Weyrauch
- ☒ Sue Browen
- ☒ Jan Worthley

### Architectural Change

#### Committee:

- ☐ Jan Worthley
- ☐ Julie Le
- ☐ Gary Simon
- ☐ Ann Waller

### Officer:

- ☐ Alicia Allen  
(Web Master)

Call to Order: 6:39

## Agenda Items:

1. Approval of previous minutes: October 2024.
  - a. October 2024
    - i. Decision: Approved
2. Board vacancy
  - a. Opening
    - i. Jan Worthley to fill remainder of term which expires May 2025 (next annual meeting)
  - b. Bank account authorized signer updates
    - i. Action: Mike to schedule bank visit
3. Treasurer's report
  - a. Report
  - b. 2025 budget forecast, current cash position
  - c. Discuss foreclosure of homes with in-process legal action
  - d. Demand letter for past due payments
    - i. Proposal to file a lien against delinquent homeowners who have not responded within 30 days of delivery of Demand Letter
      1. Decision - Approved
    - ii. Legal representation to investigate equity in homes. If insufficient equity, leave with a lien and do not foreclose. If equity is available, consider proceeding to foreclosure.
4. Newsletter (or letter from the Board)

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- a. 2025 dues
  - b. Expanded payment options (Venmo)
  - c. Homeowner electronic registration (website) (Going Digital)
  - d. Island renovations spotlight
  - e. Tree maintenance
  - f. Reminder to submit ACC proposals via website
    - i. Omit \$100 payment described in source documents
5. Island renovation (Sue)
  - a. Updates
    - i. Two island renovations completed: Nantwick Ridge South, Noble / Prestwick Pkwy
    - ii. More rock was required than initially quoted. No additional costs incurred.
    - iii. Seasonal discounts available. To be considered for this Fiscal year.
6. Landscaping along Noble Pkwy (Sue)
  - a. Dead tree removal
    - i. Updates
      1. Scope: spruce (1x), crabapple (x2), ash (x2), boxelder (x5)
      2. Contractor bid: MasterCut estimate \$8500 + tax
      3. Contractor bid: Arbor Tree Service estimate \$10,500 + tax
      4. Decision:
        - a. motion to proceed with MasterCut – approved
        - b. Target for mid-December
  - b. Tree trimming
    - i. Performed by community members. Only cost was for trailer rental (\$36). In contrast, contractor bid was for \$1500.
7. Last meeting's action items (2 min each)
  - a. (Sep 2024) Web portal for community member online registration (Alicia)
    - i. Status: legacy ACC form has been recovered. To be recreated on the website.
  - b. (Sep 2024) Plan for drought-tolerant plants in islands (Alicia)
    - i. Status: no update
  - c. (Oct 2024) Draft newsletter. (Sue + Alicia)
    - i. Status: no update
8. New action items from this meeting.
  - a. Action: Mike to schedule bank visit
9. Schedule next meeting
  - a. 10Dec2024
10. Round table
  - a. Nutrient spikes for pine, spruce. Contact landscaping company to have them service.
  - b. Instructions for payment via Venmo to be posted to website

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Scribe: Mike Van Heel