

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

PO Box 43696, Brooklyn Park, MN 55443

<https://www.highlandsofedinburgh2ndassoc.com>

**President-elect:** Michael Van Heel

**Vice President-elect:** Sue Browen

**Secretary-elect:** Ali Warsame

**Treasurer-elect:** Rick Weyrauch

**Officers at Large:** Gary Simon, Ann Waller, Jan Worthley, Julia Li, Kristine Frederick

## Summary of HOA Meeting Minutes:

**Date:** 5/8/2024

**Time:** 6:31 pm – 8:00 pm

**Location:** Brooklyn Park City Hall – Room A203

### Attendees:

Called to Order at approx. 6:31 pm

### Agenda Items:

1. Approval of previous minutes: Mar 2024, Apr 2024.
  - a. Mar 2024 minutes approved
  - b. Apr 2024 minutes approved
2. Approval of treasurer's report.
  - a. Jan – Mar accounting summarized and sent to board
  - b. 2023 summary prepared for annual meeting
3. Architectural change review.
  - a. Follow up to confirm notifications are being sent to ACC members
  - b. Approval process
    - i. Third member has volunteered for ACC board
4. Recap of Fine Schedule discussion.
  - a. Explore updates to By Laws
5. Review of Officer Elections Procedure.
  - a. Chair-person and assists identified
  - b. Election requirements discussed
  - c. Ballots being drafted by Chair-person, to be printed and brought to annual meeting
6. Review of annual meeting role responsibilities.
7. Round table
  - a. Outstanding dues
    - i. Home sold with outstanding dues
  - b. Landscaping needs, proposal for tree trimming
    - i. Need for increased attention from landscapers

Scribe: President-elect Michael Van Heel