

Highlands of Edinburgh 2nd Homeowners Association

PO Box 43696, Brooklyn Park, MN 55443

<https://www.highlandsofedinburgh2ndassoc.com>

Board Members:

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

Summary of HOA Meeting Minutes:

Date: 6/5/2024

Time: 6:30 pm – 8:00 pm

Location: Hennepin County Library (Brooklyn Park), Shingle Creek Conference Room

Attendees:

Board Members:

- ☐ Ali Warsame
- ☒ Kristine Frederick
- ☒ Michael Van Heel
- ☒ Rick Weyrauch
- ☒ Sue Browen

Architectural Change

Committee:

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

Officer:

- ☒ Alicia Allen
(Web Master)

Call to Order: 6:32

Agenda Items:

1. Officer appointments
 - a. President: Mike Van Heel
 - b. Vice President: Sue Browen
 - c. Treasurer: Rick Weyrauch
 - d. Secretary: Kristine Frederick
2. Approval of previous minutes: May 2024, Annual Meeting.
 - a. May 2024 and Annual meeting minutes not yet submitted to Board for review or approval.
 - b. Summary of minutes to be generated by the Secretary, uploaded to website by Web Master
3. Vote to appoint Alicia Allen as Web Master
 - a. Approved
4. Vote to appoint Gary Simon to ACC
 - a. Approved
5. Approval of treasurer's report.
 - a. No activity to report
6. Walk around to cul de sac's
 - a. Enumeration of cul-de-sac's: see Image 1 below.
 - i. 1 – fully rock, remove and replace existing, remove and replace shrubs (low priority)
 - ii. 2 – trimmed, has grass, leave as-is

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- iii. 3 – fully rock, city to cover tree removal, (HOA to cover stump removal, tree replanting)
 - iv. 4 – leave as-is, may have a dead shrub
 - v. 5 – exemplary, needs weed control in rock bed
 - vi. 6 – trimmed, all mud, re-turf (?). Proposal to convert to rock.
 - vii. 7 – sandy, weed rock bed,
 - viii. 8 – evaluation required
 - ix. 9 – rock, needs to be weeded
 - b. Follow up with Augusta Greens
 - i. Jan + Gary have done a walkthrough, pointed out deficient service
 - ii. Jan followed up via phonecall, waiting on feedback
 - iii. Action: Jan to follow up one more time before recommending to suspend payment, pursue alternative service provider
- 7. Branch removal
 - a. Special thanks to the team of volunteers
 - b. Estimated savings by having community perform: \$3600 savings
- 8. Notice to update bank signee information
 - a. Bank account members – add or keep on
 - i. Jan Worthley
 - ii. Kristine Frederick
 - iii. Richard Weyrauch
 - iv. Michael Van Heel
 - b. Bank account members – remove
 - i. Ann Waller
 - c. Motion to change as described
 - i. Approved
- 9. HOA Flyer
 - a. Reports of speeding, littering within HOA
 - b. Flyer has been drafted to notify community members
 - i. Recommendation from Police: include statutes in notice
 - c. Repurpose as newsletter or keep self-contained as notice?
 - i. Consolidate with #10 below
- 10. Community Highlights (To be consolidated with #9)
 - a. Set up a portal on the HOA webpage for community members to submit contact info for electronic communication.
 - i. Action: Alicia to implement
 - ii. Name, Phone, Email, Address
 - iii. QR code for redirection to registration site
 - b. Request for volunteers to form HOA Hospitality Committee
 - i. Alicia Allen

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ii. Prince Lee

iii. Julia Le (?)

c. National Night Out (06Aug2024) – community planning

11. Annual walkthrough

- a. Alicia, Sue, Gary, Jan, Ron Frederick
- b. Coordinate via email
- c. Date to perform: Complete by June 22
- d. Action: update the form
 - i. Sue to perform

12. Revisions to Source Documents

- a. Voting service providers available to assist with voting compliance, laws.
- b. Rick proposals:
 - i. Objectives for revisions:
 - 1. Clarifications to existing documents
 - 2. Define Fine Schedule
 - 3. Clean up
 - 4. Perform cost effectively
 - ii. Considerations
 - 1. Solicitation of input from homeowners
 - 2. Generate from scratch or revise existing document (topic for homeowners)
 - 3. How to sell the revisions to homeowners
 - iii. Additional Proposals:
 - 1. Prohibit converting homes to AirB&B's
 - 2. Prohibit corporate ownership of single family homes
 - 3. Or – require rental owners to provide copy of rental agreement to Board

13. Round table

- a. Two complaints regarding mailboxes
 - i. During walkthroughs, executors should assess mailbox status for repair / replacement
 - ii. Table for now

Scribe: Michael Van Heel

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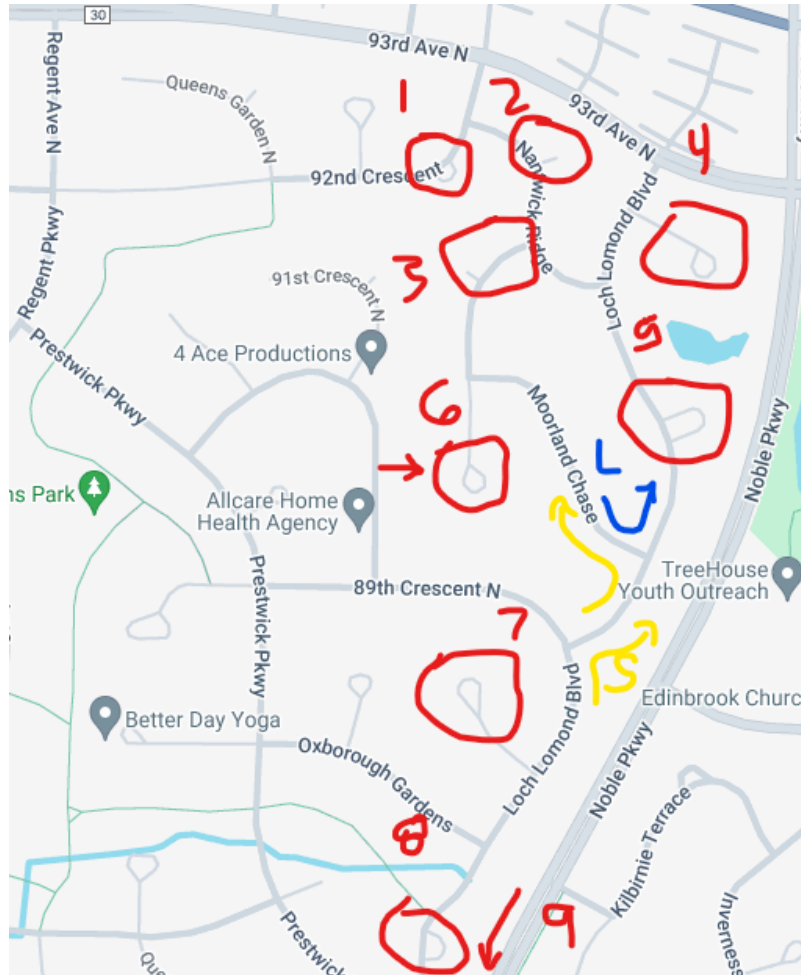


Image 1. Enumeration of Cul-de-sac's. Yellow arrows show path of speeders. Blue arrows shows litter.