**DRAFT**

**Hiller Highlands Phase I Annual Board Meeting**

**Thursday, January 23, 2014 – 7:00 to 8:15 pm**

**Highlands Country Club**

**Minutes**

**Call to Order/Establishment of a Quorum:**

President Steve Willoughby established the meeting attendance represented a 51% quorum of 21 homeowners. Thus the meeting and any vote could proceed.

President Willoughby began by thanking Rosanna Poret, who resigned in October, for her service as President and her tireless work on behalf of all homeowners.

Our newest homeowners, Tommy and Kathleen were welcomed to Spy Glass Hill.

**2013 Annual Meeting Minutes:**

There was a motion and a second to the motion to approve the minutes of the January, 2013 annual meeting, which were included in the November meeting packet given to each homeowner. The motion was unanimously approved.

**Treasurer’s Report:**

The 2014 budget which represents an average 2 ½ % dues increase per homeowner was discussed as a means to cover rises in Trimacs landscaping service and East Bay MUD water costs. The reserve account represents a “healthy” fund balance. There was a motion and a second to the motion to approve the proposed 2014 budget. The vote was unanimously approved.

**Sewer Laterals:**

Video photography of all sewer laterals has been planned and will occur sometime in the next few months. The company will produce a full report to be shared with the board and all homeowners.

**Homeowner Insurance:**

Insurance Agent, Victor Habib reviewed for all homeowners the master policy and how it coordinated with individual policies. For additional questions Mr. Habib would welcome a phone call and is available throughout the year to respond to any homeowners.

**Election of the Board:**

Homeowner Ken Pytlewski counted all returned ballots. He verified the board slate as proposed had been elected. The new board who will serve a one year term, January 2014 to January 2015 is: Steve Willoughby, Chuck Scurich, Hanna Levenson and Carole Anderson

**Adjournment:** Meeting was adjourned at 8:15 pm.

Respectfully submitted,

Carole Anderson, HOA Secretary

47 Spy Glass Hill