**Hiller Highlands Phase I Board Meeting**

**Monday, August 18, 2014 – 7:00 pm/Highlands Country Club**

**Minutes of that Meeting**

**Present:** Chuck Scurich, Treasurer; Carole Anderson; Secretary; and Steven Willoughby, President

**Call to Order:** The meeting was called to order at 7:00 pm

**Approval of March HOA Minutes:** The minutes of the July 14 HOA board meeting were reviewed. There was a motion to accept the minutes as written and a second to the motion. The motion carried and the minutes were approved.

**Call for Additions/Modifications to the Agenda:**  There being no modifications to the August agenda, it was accepted as proposed.

**Treasurer’s Report:** Chuck reported on the current revenue of the HOA and presented to the board. Year-to-date expenses are all under budget for the year. It was reported one homeowner is late with monthly payments. With full board support, the Treasurer will prepare to take legal action steps against the delinquent homeowner.

Below is the report on revenues. There was a motion and it was seconded to accept the Treasurer’s report. The motion was unanimously carried.

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| **Treasurer's Report for August 18, 2014** |
| **Account Description** | **Operating Account** | **Reserve Account** | **Totals** |
| Operating Account, Union Bank  | 12,301.31 |  | 12,301.31 |
| Reserve Account, Union Bank |  | 201,235.64 | 201,235.64 |
| Reserve Account, Certificate of Deposit |  | 65,603.62 | 65,603.62 |
| **Totals:** | **$12,301.31** | **$266,839.26** | **$279,140.57** |
| **Late Dues as of August 18, 2014** |
| **Number of late homeowners** |  | **1** |  |

**Landscape:** The board has been notified of a diseased tree in front of Units # 41 and 43 which became unwell very quickly. All efforts will be made to save the tree. Raylene at Trimacs will be contacted to learn what options are available. In addition, the arborist who trimmed the tree last year will be asked to consult and what can be done to save the tree. Evan will take the lead on communicating with our landscape advisors and specialist.

**Mailboxes:** A neighbor has written the HOA board pointing out the mailboxes on the street are no longer safe, as they do not have locks that secure the delivered mail or packages. In addition, they are now nearly 20 years old and in need of replacement. This recent inquiry follows previous requests from other homeowners. The board understands there is general consensus of homeowners that replacement time is near. The HOA reserve fund has set aside up to $8,000 to identify new, secure mail boxes and have them installed with the current mailboxes also disposed. The board is in full support of proceeding with program of replacement.

**Requesting Volunteer(s):** Given the small size of the current board we are inviting any interested owners who would like to take on the “mail box project” to email Steve Willoughby with an interest. A volunteer can take on the full project if he/she likes to work alone or can work in a team with others.

The initial phase of the project would be to identify mail box options (choices) and a budget for cost, installation and haul away to be presented to the board for review and approval.

**Street Pavement:** Steve has been contacting contractors who have a solid reputation in street resurfacing to secure quotes. Resurfacing would be conducted after the sewer lateral work is completed and inspected.

**Next board meeting:** Is scheduled for Monday, September 22 at 7:00 pmat the Highlands Country Club.

Meeting adjourned.

Respectfully submitted,

Carole Anderson, Secretary