

# (DRAFT) MINUTES HIGHGATE GREENS HOA GENERAL MEETING

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*Wednesday, December 14, 2022 | Meeting called to order by Eric Westhoff, President*

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## In Attendance

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Sign in sheet on file; 15 families in attendance (including Board members)

## Call to Order

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Call to order at 7:06pm Bryan Banks second call to order

## Past Meeting Minutes Review

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Past HOA Board meeting minutes were approved as written with a motion by Eric Westhoff and a second by Lincoln Thomas, vote to approve unanimous

## President's Report

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Passing of the revised bylaws and declarations (box of packets in back of room); appreciation to Doug Cherry, Greg Montero and Board members on effort to get everything passed and filed; after first of the year, items that need to be addressed will start being addressed, 3-year grace period will be in effect for items that are in violation of the Rules & Regulations. Examples discussed were sheds, boats, etc

Email permissions – call for owners to authorize future notices via email – reminder was shared with the group

## VP's Report

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Home sales, trends

This year 5 collective homes sold 2 Aug, 1 Oct, 2 in December, pending one more home sale in December (cash offer); \$736K average sale price

Slower than last year likely due to interest rates

## Treasurer's Report

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Budget review – information was shared (hard copy), highlights of the discussion include:

Landscaping was huge cost due to war worms on Toler common area, repair sprinkler system in front area

Dues still being paid and 3 years + still owed by 3 homes; 2 others owe 2 years; turning over to collections

Postage was over budget due to mailing packets, letters, etc for bylaw and declarations mailings (a one-year scenario)

Social committee and Sunshine committee need to be combined in the budget

Projected revenue was less than what we brought in; inflation is an issue; we still have a surplus but need to make sure we can cover losses

\$160K in bank; taking our direction from the Reserve Study; rates held for 2023, and we will increase no more than 3% for 2024

Late fee income, + \$364

Next meeting needs a balance sheet as well

2023 dues are \$263.80 with 3% fee if late

Discussed liens vs lawsuits for those who are many years overdue with HOA fees

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### Secretary's Report

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Terrina Thomas reminded everyone to complete the meeting sign-in and that valuable information including contacts for the HOA Board Members, the meeting minutes, the budget and other information is available on the neighborhood webpage and should be reviewed there. She encouraged anyone with questions to reach out to her.

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### Committee Reports

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- **At Large Member report** – Doug Cherry/Scott Powell – no report
- **Landscaping committee** – Michael Childress reported contract with Rescom is being renegotiated except for flowers and mulch (cost is going up); labor will remain the same; repairs in the neighborhood were necessary which cost more than was budgeted; issues mentioned with mistletoe in trees; needs to be thinned and branches cut to save the tree since mistletoe is a parasite. Contract from Rescom will come to board to vote on later in the week. Trees on the street belong to the City – nothing should be done to these trees
- **Architecture committee** – Eric Westhoff reported best year for applications being submitted and rules being followed; questions on projects should come to Eric; reminder to group that projects (fences, decks) in same footprint/design do not require approval but always best practice to ask
- **Social & Sunshine committee** – Lasey Griffith did not attend so Jayson Griffith reported that Sunshine committee would like to change disclosure packet to establish potential date of move in to help with gift delivery; events are going well and everyone likes them, they are well attended; needs budget increase to help with bringing more Fall Festival and Easter bounce houses; Christmas Carolers are being recruited; Facebook page is not the official page reminder and not all posts reflect events that the HOA is funding. Kudos to Wesley Parker for all her help volunteering. Always looking for volunteers for happy hour homes, Christmas party homes, etc.
- **Neighborhood Watch** – Doug Cherry reported via email and Eric reported *“As far as our Neighborhood Watch program is concerned, please remind everyone to continue to be vigilant to strange vehicles in the neighborhood and to ask a neighbor to watch your home when going out of town.”*

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## Other Business

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Robb Grabb discussed golf cart community achievement; other neighborhoods are reaching out to ask how they can too; Three Oaks have reached out, but Sherwood Lakes has not reached out yet; Robb will reach out to Sherwood Lakes HOAs and Coy Everage will ask other Sherwood neighbors

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## New Business

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New board appointments were discussed. Board position nominations were held for Vice President, Secretary, Member at large (2)

Robb Grabb reminded group that all Board positions are open annually

President: Eric Westhoff will remain

Vice President: nomination Tara Cassanova-Powell, second Lincoln Thomas

Treasurer: Jayson Griffith will remain

Secretary: nomination Kim Byers, second Greg Montero

At Large: nomination Lincoln Thomas, second Scott Powell

At Large: nomination Bob McNaughton, second Mike Furchenicht

### THE 2023 HIGHGATE GREENS HOA BOARD IS

President, Eric Westhoff

VP, Tara Cassanova-Powell

Treasurer, Jayson Griffith

Secretary, Kim Byers

At Large, Lincoln Thomas

At Large, Bob McNaughton

Past President, Robb Grabb

These new names and contact information will be updated on the HOA website no later than January 1, 2023. Transfer meetings will be held for the incoming Board members so they can have an onboarding with past members in their positions.

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## Adjourn & Next Meeting

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Motion to adjourn by Eric Westhoff and second by Greg Montero at 8:06 p.m.

Respectfully submitted by Terrina Thomas, Secretary