

**THE HIGHLANDS CONDO ASSOCIATION**  
**Minutes from January 21, 2014 Meeting**

**DIRECTORS PRESENT:** Scott Lewis (#15), Linda Queen (#46)

**DIRECTORS ABSENT:** Nick Lawhead (40), Terrie Lukes (11), Annette Knoll (30)

**OTHERS PRESENT:** Bill Butler, Andy Butler and Nikki Bardwell from WEB Properties

**I. MEETING CALLED TO ORDER, ESTABLISH QUORUM AND INTRODUCE GUESTS:** Without a quorum of directors present, the meeting was called to order by President Scott Lewis at 7:30 am in Unit 46.

**II. FORMALLY APPROVE MINUTES:** Without a quorum, the minutes of the previous meeting will be formally approved at the next meeting.

**III. FINANCIAL REPORT:** Bill Butler gave the Financial Report. He presented the 2014 Budget compared to actual 2013 expenses (attached), and balances of all three bank accounts (which are shown in the financial statements). We discussed items in the budget for maintenance lighting, trip hazard and light repairs and extra money for sprinkler system repair.

**OLD BUSINESS**

1. **LIEN ON UNIT 35:** Unit 35 owes more than \$2200 in dues. Liens have been filed.
2. **PARKING LOT LIGHT REPAIRS:** Several of the light poles around the parking lot aren't working. WEB will have bids for the repairs by the next meeting.
3. **SIDEWALK TRIP HAZARD REPAIRS:** WEB will present bids for repairs to the sidewalk trip hazards at the next meeting.
4. **VACANT BOARD POSITION / ELECTION OF OFFICERS:** Annette Knoll volunteered and was elected at the October Annual Meeting to fill the board position vacated by Brian Northey. Board officers will be elected at the next meeting when there is a quorum.

**NEW BUSINESS**

1. **BREAK-INS:** The board and the property managers discussed ways to deal with recent break-ins. Vehicles and storage units have been broken into recently. Security cameras, a gated driveway, security company patrols and Blockwatch were all options discussed. Most options were ruled out due to the expense and the effectiveness of prevention. We decided to explore the Blockwatch option and will ask a representative to attend the next meeting. Nikki Bardwell volunteered to call them.

**ADJOURN:** With no further business, President Scott Lewis adjourned the meeting at 7:50 am.

**NEXT MEETING:** The board decided that the next meeting would be Thursday, April 3, 2014 at 5 pm in Unit 46.

Respectfully,

Linda Queen  
Board of Directors, Secretary