

Highlands Condominium HOA Board of Directors Meeting

May 14, 2021
1:30 PM Via ZOOM

Agenda

- I. Call to Order, Establish Board Quorum
- II. Introductions
 - a. Board of Directors
 - i. Scott Lewis
 - ii. Sandi Gaffney
 - iii. Wes Connelly
 - b. WEB Properties
 - i. Ron White
 1. Ron introduced Wes as the new Board member (current Board voted to appoint Wes to the position on May 11).
- III. Financial Update as of 04/30/21:
 - a. MTD
 - i. Income –
 1. Actual: \$11,697.37
 2. Budget: \$11,075.00
 - ii. Expense –
 1. Actual: \$8,427.41
 2. Budget: \$15,419.00
 - b. YTD
 - i. Income –
 1. Actual: \$52,679.27
 2. Budget: \$44,300.00
 - ii. Expense –
 1. Actual: \$45,411.62
 2. Budget: \$46,229.00
- IV. New Business
 - a. Reserve Study Project:
 - i. 2019:
 1. Replace Fence on West side of property (\$10,360)
 - a. Tom been working on getting new bids. All companies are very busy.
 2. Replace vinyl flooring in clubhouse (\$525)
 - a. Defer to when Board walks project in June.

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- ii. 2020:
 - 1. Asphalt Seal/Stripe (\$4,046)
 - a. Message out to a contractor currently
 - 2. Monument Repair Allowance - (\$1,000)
 - a. Not necessary
 - iii. 2021:
 - 1. Landscaping Major Repair Allowance (\$2,000)
 - a. Not necessary
 - 2. Exterior Steps Replacement Allowance (\$1,500)
 - a. Board to look at when walk in June.
 - 3. Deck/Balcony Structural Repair Allowance (\$1,000)
 - a. Not necessary
 - 4. Carports Paint (\$8,281)
 - a. Revisit idea of replacing with corrugated metal when Board meets in June.
 - b. Other projects:
 - i. Carport Damage Repair
 - 1. Repaired in April.
 - ii. Safety Railings
 - 1. Tom can replace top rail and slats. Will look at when Board walks in June. Meantime, reaching out to contractor for ideas.
- V. Open Forum
- a. Sandi suggested to call the city to upsize the recycling containers for free.
 - b. Ron sent Wes April Board packet and insurance policy information.
- VI. Adjournment